



WAIMEA COLLEGE

Policies and Procedures

Policy: NAG 6 – Co-option of Board Members

Date Approved: 21 September 2020

Review Date: 2023

Rationale

The Board is required to adequately reflect the character of the community served by the school and to ensure it has the necessary skills to effectively govern the school.

Purpose

1. To give the Board the authority to co-opt members to allow it to effectively govern the school and to reflect the character of the community it serves.
2. To set the guidelines for this process.

Guidelines

1. Co-opted members will fit with the criteria as stated in Section 99, Education Act 1989; that being:
 - To fill an identified skills gap within the elected Board members
 - To reflect the ethnic and socio-economic diversity of the student body of the school
 - To maintain the balance of male and female trustees
 - To reflect the character of the school and its community
2. All co-opted members must be approved by the Board of Trustees.
3. The term of office for all co-opted members is for a fixed term of no greater than one year except the year preceding the triennial election, where the term can be extended until the election occurs.
4. The number of co-opted members must not be greater than one less than the number of elected Board members.
5. All co-opted members will receive confirmation in writing of their appointment and will sign a declaration confirming their eligibility to serve on the Board as per the requirements of the Education Act 1989.
6. All co-opted members will sign an acknowledgement form confirming they have read, understood, and will comply with the Board Member Code of Conduct. All co-opted members are expected to attend all Board meetings and those of Board Portfolio Committees that they are part of. When a member is unable to attend a meeting there is the expectation that the Chairperson will be notified as early as possible of likely absence.

Adopted: 21 September 2020

Chairperson:

Waimea College Board of Trustees