APPENDIX X: MEMBER’S DECLARATION AND STATEMENT OF COMMITMENT

{Name of Catholic School Authority}

{Name of School / College Board}

Member’s Declaration and Statement of Commitment

INVITATION TO MEMBERSHIP

You have been invited to become a member of the {Name of Board} [hereinafter titled “The Board”]. The Board is established by the {Name of school / college authority} to serve the {Name of school / college} [hereinafter titled “the School” or “the College”] in the way described by the terms of the Constitution and Commentary of the {Name of Board} which comprehensively sets out the role and responsibilities of the board. In particular, it details what is expected of the members of the Board.

It is understood that you have completed or will shortly complete a program to prepare you for membership of the Board in which these expectations were discussed in some detail. The following is a brief summary of these expectations and an opportunity for you to state your commitment to being a board member under these terms.

As a member of the {Name of Board} you are asked:

Personal:

1. To follow a lifestyle that reflects Christian values and integrity, and is consistent with the values, teaching and lifestyle of Jesus; your lifestyle must not adversely affect the reputation of the Board or the School / College.

2. To be always mindful that the welfare of people comes before material things.
AMENDMENT 5:  
[approved QCEC Meeting 02 June 2006]

3. To not accept any gift or favour arising from membership of the Board which is offered as an inducement to influence your decision as a board member, nor to seek to gain financial or professional gain for yourself or others as a result of your membership.

Relationship with Church:

4. To be ever mindful of the mission of the Church, and of the values and responsibilities this mission calls all members of the Church and Catholic school communities to uphold.

5. To co-operate with the leadership of the bishop and his delegated Spiritual Leader of the Board.

Board involvement:

6. To be familiar with the provisions of the Constitution and Commentary of the Board and the current statements of vision, mission, special religious character, goals and policies of the Board and the School / College.

7. To read and give careful consideration to matters addressed in board papers before each meeting; and to attend all or almost all meetings, making this a high personal priority.

8. To invest the necessary time, thought and study into developing a sound understanding of the School / College itself and the Board’s work, and be publicly loyal to the Board and the School / College.

9. To participate in and contribute to discussion at meetings that is open and honest; and to commit to decisions that are based on all available information, are normally reached by consensus and are free of personal bias.

10. To conduct relationships in a professional manner, respect opposing points of view, strive for co-operation and harmony and manage conflict constructively.

11. To act in good faith, with due care and diligence in the interest of the School / College and the {Name of school / college authority}.

12. To declare any actual or potential conflict of interest which exists or may arise from time to time.

13. To participate in and contribute to the individual committees of the Board, according to expertise and availability

Outside of Board Meetings:

14. To accept and openly support the final decision of the Board regardless of your personal position on any issue.

15. To recognize the differing roles of the Board and Management, referring day-to-day administrative problems to a person with the lawful authority to deal with those problems, e.g. The Principal or delegate of the Principal or the Parish Priest. The contact persons nominated to receive reports of harm to students and the process for reporting should also be noted.

16. To accept that, while having due regard for the responsibilities accorded by the Constitution, each member shares authority equally with other members. Only
when the Board clearly delegates an individual member to act on its behalf will that person be empowered to speak or act on behalf of the Board.

17. Outside Board meetings, to be prudent when referring to all matters which arise in board papers or meetings and to hold in confidence those matters declared confidential by the Board.

18. To undertake in-service and developmental activities provided for board members, to improve understanding of faith, the agency involved, or professional matters concerning the work of the Board.

19. To have a clear understanding of the role and responsibilities of Board members as set out in the Constitution and Commentary and to act within the limitations they describe.

I understand the above responsibilities that are entailed in membership of {Name of Board}, and agree to accept and abide by them.

I also declare that I am a person who is eligible and suitable for membership of the Board as described in Article IV Section 1, Clause 1.2.1 of the Constitution and Commentary. Specifically, I have not been found guilty or convicted of a serious offence or an offence relating to dishonesty as described in that clause.

Name:  ……………………………………………………………………………

Board:  …………………………………………………………………………

Signature:  …………………………………………………………………

Date:  ………………………………