

## NOTE 1: SCHOOL COUNCIL ELECTION PROCESS AND TIMETABLE

This document is an example of a School Council Election process for 2018. The dates included are only suggestions; however, the process must be completed on or before 31 March 2018.

SCHOOL COUNCIL ELECTION PROCESS AND TIMETABLE	
Name of the School:	
EVENT	DATE
a) Notice of election and call for nominations	Monday, 12 February 2018
b) Closing date for nominations	Monday, 19 February 2018
c) Date by which the list of candidates and nominators will be posted	Wednesday, 21 February 2018
d) Date by which ballot papers will be prepared and distributed	On or before Monday, 26 February 2018
e) Close of ballot	Monday, 5 March 2018
f) Vote count	06 / 03 / 18 <i>(Insert a date immediately after the close of ballot)</i>
g) Declaration of poll	06 / 03 / 18 <i>(Insert the vote count date or a date immediately after the vote count)</i>
h) Special council meeting to co-opt Community members (the principal will preside)	21 / 03 / 18 <i>(Insert a date immediately after the declaration of poll)</i>
i) First council meeting to elect office bearers (the principal will preside)	21 / 03 / 18 <i>(Can be the same date as council meeting to co-opt Community members or another date soon after)</i>