



Chairo
Christian School

Governance at Chairo

Last Revision: August 2022

As a large and complex independent school operated by a not-for-profit public company, good governance is vitally important to us at Chairo Christian School. This brochure contains some useful information about how Chairo is governed, and about important ways in which parents and guardians can actively contribute to the future of the company and school.

THE COMPANY

Chairo Christian School is owned and operated by Chairo Parent Governed Christian Education Limited. The use of 'parent governed' in the company name is a reference to the constitutional requirements that:

- only current Chairo parents/guardians are able to apply to become company members; and
- a majority of the Directors at any one time must be current Chairo parents/guardians.

For Chairo to continue as a successful, parent-governed, non-denominational Christian school, a strong company structure and membership base is essential. As long-term parents and guardians progressively conclude their involvement at the school because their children graduate, it is important that parents and guardians with younger children replace them as voting company members.

Our *Constitution* and *Statement of Faith* are important documents that prospective company members need to be familiar with. These can be found via the Governance page on the school website (the *Statement of Faith* is Schedule 1 within the *Constitution*).



COMPANY MEMBERS

Christian parents and guardians who are committed to Chairo, and Christ-centred education, are encouraged to apply to become members of the company. Company members are expected to take an active interest in the affairs of the company and attend one or two general meetings each year (whether in person or online), where they are able to vote in relation to key decisions about future direction and development.

Eligibility criteria for company membership is set out in clause 6.3(a) of the *Constitution*. In summary, to be eligible for membership of the company, an applicant must:

- make a personal profession of faith as a Bible-believing Christian that is credible and not inconsistent with our *Statement of Faith*;
- be a regular attendee at a Christian church with doctrinal beliefs that are not inconsistent with our *Statement of Faith*;
- understand, agree with and commit to uphold and abide by our *Statement of Faith* and agree to be bound by our *Constitution*;
- make a personal profession of commitment to and support of the school and Christian education;
- agree to provide upon request a pastoral reference and/or contact details for a pastoral referee;
- at the time of first applying to become a member, be a parent or legal guardian of a current Chairo student; and
- at all times after being admitted as a company member, and after a renewal of membership, be a current Chairo parent or legal guardian, or have been a Chairo parent or legal guardian in the preceding five years.

Note: while most parents and guardians conclude their active involvement with the school when their children have graduated, the *Constitution* does provide for company members to choose to continue as such for up to five years.

APPLICATION PROCESS

Anyone wishing to apply to become a member of the company (or requiring more information) should email the Company Secretary at board@chairo.vic.edu.au. The application process involves completion of an online application form, following which a time will be made for a short interview with one or two Directors. Each application is then considered at a meeting of all Directors.

Company membership terms expire on 31 December following the fifth anniversary of a member's date of admission or last renewal as a member, but members may then reapply for membership if they still meet the membership criteria. No company membership fees apply.

GENERAL MEETINGS

General meetings are always encouraging and informative for all attendees, whether they are company members or not. Reports help raise awareness about finances, facilities, strategic planning, new initiatives, campus developments and more.

Historically, general meetings were held in-person, usually in the theatre at Drouin because it is the most central campus for Chairo families. However, lockdowns and restrictions associated with COVID-19 necessitated a change of approach, with all general meetings now being held either fully online or in-person with an option to attend online. This has made the meetings much more accessible to parents/guardians and staff members from all campuses.

COMPANY DIRECTORS

Elections of Directors are held at the Annual General Meeting in May each year, with Directors generally elected for three-year terms. Most Directors are elected from and by the members of the company, while the Directors also have the authority to appoint a limited number of non-member Directors.

The Directors set the mission and vision of the school; make strategic, governance-level decisions; and oversee the implementation of initiatives that relate to finances, resources and future-direction. They are directly responsible for employing executive staff members (i.e. Executive Principal, Business Manager, Principals), who then take care of the day-to-day running of the school.