



## SANCTA MARIA COLLEGE

### BOARD OF TRUSTEE ELECTIONS: 10 September 2025

The triennial Board of Trustee elections are being held in September, and you will receive an email notification calling for nominations in July for five parent representatives to the Sancta Maria College Board of Trustees.

#### **Board of Trustees Elections – September 2025**

The Education Amendment Act states there are to be a minimum of five parent elected representatives, a staff representative, a student representative and the principal.

In addition, Sancta Maria College, being a Catholic Integrated School, also have four Proprietor representatives who represent the Bishop of Auckland's interests in the College. Proprietors are appointed by the Bishop of Auckland. The Proprietor appointees have all the rights and obligations of other Board members. The Proprietors Appointees are especially responsible for ensuring the school's Special Catholic Character is maintained and strengthened.

Sancta Maria College has been fortunate to have a committed, talented, and achievement-focused Board of Trustees (BOT). The positive working relationships between the BOT and the College has contributed to enhanced student outcomes, effective governance practices, and a community that recognizes the uniqueness of the special character that permeates from the College community.

There is an opportunity for parents of the College to put their name forward in the upcoming elections and I would encourage anybody that has the commitment to contributing their skills and talents to the on-going development of Sancta Maria College to do so.

The Board is a united group who represents the College without any personal agendas with focus always being what is best for the students, staff and the College community. The Board forms a governance role ensuring student outcomes meet a high standard, while the Principal and Senior Leadership Team manage operations of the College.

#### **What is the School Board of Trustees?**

Every state and state-integrated school in New Zealand has a Board of Trustees (BOT). The Board of Trustees is the employer of all school staff and reports annually to the Proprietor (Auckland Catholic Diocese) in relation to its legal obligations. BOT sets the school's overall strategic direction. The school's Principal is the Board's 'Chief Executive' (CEO) and manages the school operations in line with the Board's policies and strategic direction. The membership of the secondary school Board includes elected parent representatives, an elected staff representative, an elected student representative, and the principal.

The Board of Trustees works in partnership with the principal to support and lead the school, provide our students with the very best opportunities to maximise their learning potential and prepare them for the future.

The Board is responsible for the governance of the school, setting the schools strategic direction, recognising and enhancing the Special Catholic Character, compliance, allocating decision-making responsibilities and giving focus to student progress and achievement.



Board members also choose to be on one or more Board Committees that meet regularly to work through the detail of any matters, policies and bring recommendations to the Board meetings for discussions and final approvals.

There are three committees:

- Finance and Property,
- Human Resources,
- Special Character.

As well, special responsibilities are given to the identified committee members for Health and Safety and Education Outside the Classroom (EOTC).

### **What do Trustees do?**

School Trustees have a very important role in making sure every student achieves their potential at school. Here are some of the things they do:

- Work with the Principal and consult with staff, students and the community
- Set the educational goals and strategic direction of the school
- Monitor progress and let parents know how the school is progressing against its annual targets and how well students are achieving
- Decide how the school's funding will be spent
- Appoint the school's Principal and support the development of all staff
- Oversee the management of staff, property, finances, curriculum and administration.

### **Who can become a Trustee?**

Parents, caregivers and people from the wider community can be nominated for election to a school board.

This is a great opportunity for you to offer your skills, become involved and assist the college community.

**If you want to know more about being a Board Parent representative -  
you are invited to an information evening at 6.30pm  
on 16 July 2025 in the College Staffroom**

Some current Board of Trustee members will be available to answer any questions and discuss with you the following:

- What is a School Board of Trustees
- What do Trustees do
- Who can become a Trustee



## Parent Election Board of Trustees 2025 Key Dates

Event	Date
Communication for Nominations by	Friday 18 July 2025
Nominations Close (at 12pm)	Wednesday 6 August 2025
Electronic voting commences	Wednesday 13 August 2025
Election Day	Wednesday 10 September 2025
Close poll	4pm on election day
Accept postal votes	Monday 15 September 2025
Count votes	Tuesday 16 September 2025
Board takes office	Wednesday 17 September 2025