

# Improving School Governance Factsheet

The ISG training package contains five modules: **Governance, Strategic Planning, Finance, Policy and Review and School Council President**

## Overview

A clear and consistent understanding of roles, responsibilities and decision-making is critical for school council presidents and school council members. The Department of Education (department) provides *Improving School Governance* (ISG) training materials to all school councils to ensure they have current, easily accessible information about their roles and responsibilities.

A digital copy of the ISG training and reference materials is available in PAL School Council – Training and Good Governance <https://www2.education.vic.gov.au/pal/school-council-training/policy>.

## Responsibilities of School Councillors

The school council is responsible for overseeing the school's financial performance and ensuring all funds coming into the school are properly spent and authorised. At the first meeting of the new council each year, please remind school councillors about their financial responsibilities and the policies and procedures that are required to be followed, as outlined in the ISG Finance Module.

## Information and resources

Details about the range of resources, training and support available in relation to financial management and the other responsibilities of school council, are outlined below.

1. **Free training for school councillors** is based on the *Improving School Governance* materials and is available in two formats:
  - a) **virtual or face to face training** delivered by trained facilitators can be booked with the provider, Synergistiq, at <https://www.synergistiq.com/bookings/councillortraining/>.
  - b) **interactive online training** can be undertaken by school councillors at their own time and pace. Councillors can self-register and access online training via The Big Canvas learning management system at [lms.learneyo.com/DETSC](https://lms.learneyo.com/DETSC).

Promotional and training videos are available at [School council – Training and Good Governance https://www2.education.vic.gov.au/pal/school-council-training/policy](https://www2.education.vic.gov.au/pal/school-council-training/policy) for your use with councillors at council meetings.

School council members are strongly encouraged to undertake the training opportunities.

2. **School council policies and advice** in the department's [Policy and Advisory Library](https://www2.education.vic.gov.au/pal) (PAL) <https://www2.education.vic.gov.au/pal>

3. **School Operations and Governance Unit (SOGU)**, Operations and Governance Division, Schools and Regional Services, provides direct advice to principals and school councillors about a range of governance issues. If you have any queries or concerns, please contact SOGU at [school.council@education.vic.gov.au](mailto:school.council@education.vic.gov.au).

All school councils must undertake a [school council self-assessment](#) to identify areas of strength and improvement, on an annual basis.