

2022 School Council election process and timeline

	Event	Date
	Notice of election and call for nominations	Friday 4 th March
	Closing date for nominations	Friday 11 th March
	Date by which the list of candidates and nominators will be posted	Tuesday 15 th March
	Date by which ballot papers will be prepared and distributed	Wednesday 16 th March
	Close of ballot	Wednesday 23 rd March
	Vote count	Thursday 24 th March
	Declaration of poll	Thursday 24 th March
	Special council meeting to co-opt Community members (the Principal will preside)	To be confirmed
	First council meeting to elect office bearers (the Principal will preside)	To be confirmed

Election process

1. The principal arranges and conducts the election. The principal will issue a notice and call for nominations for parent and Department employee members in February or early March. The notice will include a nomination form or way to reply and the date to submit the nomination. The election process must be completed by the end of March.
2. Return the nomination form to the office within the timeframe stated on the notice of election. Those who nominate will receive a receipt. Ask at the school for help if you would like to stand for election and are not sure what to do.
3. If there are more nominations than there are vacant positions on council, a ballot (vote) will be conducted after the call for nominations has closed.
4. If you decide to stand for election, you can arrange for someone to nominate you or you can nominate yourself in the appropriate category.
5. If you have any questions please contact the office on 9417 4222 or fitzroy.ps@education.vic.gov.au