

KICE Decision Making Policy Framework

At KICE we strive to reach consensus in all of our decision making.
“Consensus decision making is a creative and dynamic way of reaching agreement between all members of a group. Instead of simply voting for an item and having the majority of the group getting their way, a group using consensus is committed to finding solutions that everyone actively supports, or at least can live with”.

COMMUNICATION
 Decisions are documented and communicated promptly
 Transparent

Minutes and Agendas
 Annual Report
 Newsletters
 Staff Bulletins
 Electronic Media

CONTEXTUAL FACTORS

DECD
External Requirements
 Annual Report requirements
 Industrial Agreement
 SACSA/SACE/Australian Curriculum
 Education Act
 OHS&W Regulations
 Financial Rules and Regulations
 DECD policies
 DIAf
 NAPLAN
 National Quality Standards

KICE Factors
 Staff Deployment
 Budget Deployment
 Composition of Student Body
 Whole of School Staff Skills Base
 Leadership Configuration
 Multi Campus
 Unique Community
 Isolation

PRINCIPLES

At KICE decision-making structures and processes empower all members of the community to make effective decisions, be committed to them and support their implementation.

All decisions are documented and communicated promptly.
 Decision making practices are transparent with impact being a major consideration for all decisions.

KICE decision making is based on the recognition that there are many levels of decision making required in a school

Level 1: KICE Executive Leadership
Level 2: KICE Leadership “Big Picture” Strategic Decisions
Level 3: Campus Management Major Operational Decisions
Level 4: Campus Management Day To Day and Area Specific Operational

Decision making operates on the basis of team ownership at a collective level, while recognising individuals have specific roles and responsibilities.

All decisions are directed at making a measurable difference to the well being and academic learning outcomes of learners, staff and our community.

GOVERNING COUNCIL

Accountability: Governing Council Constitution
Responsibility: Governing Council Chairperson, Principal and Members
Purpose: Joint responsibility with the Principal for the Governance of the school
Format: As per mandated. Meetings twice a term following pre circulated agenda and minutes, uses standing orders and procedures as documented in the Constitution
Aim: To involve the school community in the governance of the school, setting broad directions and vision for the school.

THE KICE PRINCIPAL

EXECUTIVE LEADERSHIP

Accountability: KICE Principal
Responsibility: Campus Heads & Business Manager
Purpose: The major decision making body to ensure the effective and efficient coordination of KICE strategic and operational matters
Format: Fortnightly meetings following pre circulated agenda and minutes, uses a set of standing orders and procedures to conduct its business
Aim: To lead continual improvement in teaching, and general well being of the staff and students as well as ethos and culture. Deals also with operational management matters

GOVERNING COUNCIL COMMITTEES

Finance Advisory Committee
 Transport Committee
 Dress Code Committee
 Canteen Committee
 Pool Committee

Accountability ; Governing Council Constitution
Responsibility: Chairs of Committees
Format: Regular meetings as mandated or required. Reports to Governing Council Meetings

CAMPUS GROUPS

KidsMatter
 Leadership Team Meetings
 WHS Committees
 PAC Working Groups

Accountability: Head of Campus
Responsibility: Chairs of Committees
Format: Following a pre-circulated agenda and minutes, uses a set of standing orders and procedures.

STAFF MEETINGS

Accountability: Executive Leadership
Responsibility: All staff teaching and non teaching
Purpose: The major forum for deliberating on learning, teaching, and general well-being of the staff and students as well as ethos and culture
Format: Regular meetings following pre circulated agenda and minutes, uses a set of standing orders and procedures.

MANDATED COMMITTEES OF THE SCHOOL

Work Health Safety
 Principal Advisory Committee

Accountability: Principal /Heads of Campus
Responsibility: Chairs of Committee
Format: Following a pre-circulated agenda and minutes, uses a set of standing orders and procedures.

STUDENT VOICE

Campus SRCs
 Youth Advisory Committee
 Student Committees

Accountability: Head of Campus
Responsibility: Chairperson
Format: Following a pre-circulated agenda and minutes, uses a set of standing orders and procedures.