**School Councils**

## **Dissolution of School Councils – Dissolution by the chief executive**

*Note: The term ‘chief-executive’ as it is used in the Education (General Provisions) Act 2006 (Qld) (the Act) means the Director-General.*

Under s.112 of the Act, a school council will be dissolved if:

* the school for which the school council is established closes; or
* the prescribed circumstances are met under Part 7 of the *Education (General Provisions) Regulation 2017* (EGPR).

This Fact Sheet applies to the process for dissolution of school councils under Part 7, Division 3 of the EGPR.

Before a school council can be dissolved by the Director-General or the Director-General’s delegate[[1]](#footnote-1) for not satisfactorily fulfilling its functions, or where the school community generally supports the dissolution of the council (s. 59(1) of the EGPR), the Director-General or delegate must undertake a period of consultation (by formal meetings or otherwise) coordinated by the school principal with the:

* school council;
* school staff;
* Parents and Citizens’ Association (P&C) (where there is such an association for the school);
* students (if the school has secondary students); and
* any other entities which are considered to have an interest in the school council or its dissolution (s.59(2) of EGPR).

Members of the school community may make written representations to the principal (acting on behalf of the Director-General or delegate) about the proposed dissolution within the stated time, and these representations are to be considered before a dissolution decision is made.

At the conclusion of the school community consultation process, the principal may recommend the dissolution of a school council to the Director-General or delegate.

If a Regional Director approves the dissolution of a school council, they will notify State Schools Division to place a notice in the Queensland Government Gazette.

### Dissolution process

1. The principal facilitates (on behalf of the Director-General’s delegate) the publication of a notice of intent in the school’s newsletter:
	1. stating that the dissolution of the school council is being considered;
	2. specifying the reasons for the proposed dissolution of the council; and
	3. inviting members of the school community to make written representations within a stated time (of no less than 28 days after publication of the notice) (s. 59(4) of the EGPR).
2. Principal sends a [memorandum for dissolution of School Council](https://ppr.qed.qld.gov.au/attachment/school-memo-for-dissolution-of-school-council.docx) to the relevant Director-General’s delegate for consideration.
3. The Director-General’s delegate approves dissolution. If the delegate is a Regional Director, the Regional Director forwards the approved school memorandum for dissolution of school council to State Schools Division to arrange for a notice of the dissolution to be published in the Queensland Government Gazette (s.58(1)(b) of the EGPR).
4. The school council is dissolved from the day the notice is published in the gazette; or if a later date for dissolution is stated in the gazettal notice, that date (s. 58(2) of the EGPR).
5. The Director-General’s delegate sends the [dissolution approval letter](https://ppr.qed.qld.gov.au/attachment/dissolution-approval-letter-to-school.docx) to the principal.
6. After dissolution of the school council, the principal forwards any school council records to Document Management Services in Central Office (s.113 of the Act).
1. The Director-General’s delegate that has the authority to approve the dissolution of a school council is:

the Assistant Director-General, State Schools – Operations for Independent Public Schools

the Regional Director for other state schools. [↑](#footnote-ref-1)