

KINMA GOVERNANCE MATRIX

Mission: To make decisions and provide resources for the efficient, effective and appropriate management of Kinma School

Kinma Values:

- Ethical transparency
- Shared responsibility
- Resource efficiency
- Accountability
- Child centredness

Roles:

- Council - research, reflection, problem identification and solution, decision-making, consultation, delegation, resourcing, planning, accountability, participation
- Families - council guidance and accountability
- Sub-committees - reporting and action
- Teaching staff - reporting and action
- Administration - reporting and action

Links:

- Regulatory bodies
- All governing frameworks including constitution
- Fee paying "customers"
- Students
- Teachers
- Administration
- AIS and educational bodies

	Budget	Planning	Implementation	Monitoring	Communication
Person Responsible	<ul style="list-style-type: none"> ▪ Council ▪ Treasurer ▪ Portfolio Delegates ▪ Funding bodies 	<ul style="list-style-type: none"> ▪ Council ▪ Administration ▪ Portfolio Delegates ▪ Sub-committees 	<ul style="list-style-type: none"> ▪ Council ▪ Parent body 	<ul style="list-style-type: none"> ▪ Council ▪ Parent body ▪ Funding bodies 	<ul style="list-style-type: none"> ▪ Council ▪ Administration
Outcomes	<ul style="list-style-type: none"> ▪ Budget determination and compliance ▪ Funding ▪ Viable school 	<ul style="list-style-type: none"> ▪ Governing frameworks devised ▪ Decisions made ▪ Funding agreements met ▪ Plans congruent with strategies, philosophy, policy and staff/parent input 	<ul style="list-style-type: none"> ▪ Governing frameworks and action consistent with legal requirements and philosophy ▪ Responsibilities shared and met 	<ul style="list-style-type: none"> ▪ Reports to Council ▪ Reports to funding bodies ▪ Reports/accounts to parent body ▪ Actions from decisions followed through 	<ul style="list-style-type: none"> ▪ Inclusion of relevant decision-makers in governance responsibilities ▪ Informed decisions ▪ Accountability to funding bodies, teaching staff and fee paying families
Tool	<ul style="list-style-type: none"> ▪ Articles and Memorandum of Association ▪ Annual plan ▪ Annual budget ▪ Funding agreements ▪ Administration 	<ul style="list-style-type: none"> ▪ Governing frameworks ▪ Legislation ▪ Plans ▪ Parent meetings ▪ Council meetings ▪ Administration 	<ul style="list-style-type: none"> ▪ Council meetings ▪ Parent meetings ▪ Working group sessions ▪ Individual interviews ▪ Administration 	<ul style="list-style-type: none"> ▪ Council reports ▪ Sub-committee reports ▪ Administration reports ▪ Teachers' reports ▪ Formal reporting and submission requirements ▪ Emails ▪ AGM ▪ Newsletter 	<ul style="list-style-type: none"> ▪ Newsletter ▪ Annual report ▪ Web ▪ Class meetings ▪ Council briefings ▪ Phone tree ▪ Sub-committee meetings ▪ Staff meetings