



# Quick Member Info

## Role of the Principal in P&C Associations

### Is the Principal a member of the P&C?

Yes - The Principal is an ex officio member of the P&C Association. That is, the Principal is automatically a member of the P&C Association because they are the school's Principal.

### Is the Principal required to pay the membership fee to the P&C Association?

No - The Principal is not required to pay a membership fee to the P&C Association but most choose to pay the membership fee.

### Is the Principal allowed to vote?

Yes - The rights of the Principal in the P&C Association are the same as for any other member. The Principal is entitled to vote and to move and second motions at a meeting and engage in debate. The exception to this is where the Principal is recognised as the Returning Officer at the P&C Association's Annual General Meeting.

### Can the Principal stand for an Office Bearers position?

No - As an ex-officio member the Principal cannot stand for election to an office bearer position. Consequently this is why the Principal is often invited to act as an association Returning Officer. The Principal cannot be a signatory to a P&C bank account

### What is the role of the Principal in a P&C Meeting?

The Principal's role in a P&C meeting is to table a written report to each meeting, respond to questions arising and offer advice on the Department of Education guidelines. Where a Principal is not able to attend a meeting of the P&C Association it is suitable to have a Principal's representative from the Staff attend on their behalf.

### What is the Role of the School Principal on Sub-Committees?

The Principal is ex officio a member of the P&C Association and its sub-committees.

### Can a Principal tell a P&C Association meeting what they can discuss?

As an ex officio member the Principal does not have a right of veto or the right to gag P&C Association or sub-committee discussions. However, it is incumbent on the principal to highlight disparities between P&C Association/sub-committee discussions and Department of Education policy.

If you require further information or clarification contact P&C Federation's Member Services Team  
[mail@pandc.org.au](mailto:mail@pandc.org.au) or 1300 885 982

Version:	1.0	Date:	March 2016
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### **Do we need to give the Principal notice of every meeting?**

The Principal as ex officio member must be given notice of every P&C Association General, Special and AGM as well as sub-committee meeting.

### **Our Principal is unable to attend our meeting do we need to reschedule?**

The Principals inability to attend a meeting is not adequate grounds to postpone or cancel any P&C Association/sub-committee meeting. However it may limit access to the meeting facility.

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