



СОУ “Љупчо Сантов”  
Кочани

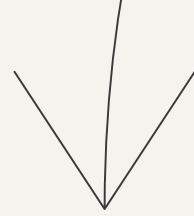
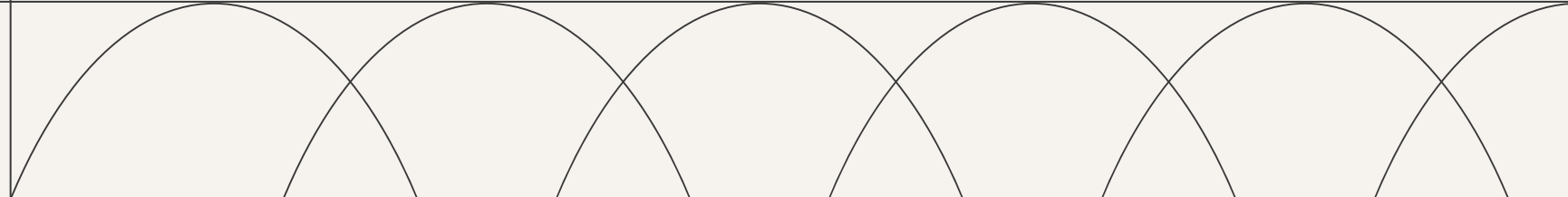
SOU 'Ljupco Santov' - Kocani



# School Structures in Macedonian School



# School structures and Legal parameters

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- Our school, which has the status of a legal entity, offers secondary education that is compulsory for all. The municipal high schools are established by the municipality, based on pre-determined conditions and norms.
  - The school is represented by the principal of the school. In case of absence of the principal, the school is represented by a person to be appointed by the principal.
  - **The Principal** is authorized to conclude contracts and perform other legal actions as well as to represent the school before other organizations and institutions. The principal is elected and dismissed by the mayor of the municipality in accordance with the Law on Secondary Education.
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# School Board

## Members and obligations

The governing body of the school is the **School Board** which has 12 members, including:

3 representatives of the founder,

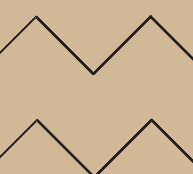
3 representatives of the parents,

4 representatives of the teachers and

1 representative each from the Ministry of Education and

1 representative from the business community (no right to vote)

The Board adopts the Statute of the school, proposes an annual program, announces an announcement for the appointment of a principal, etc. All the important decisions in school are made by the Board.



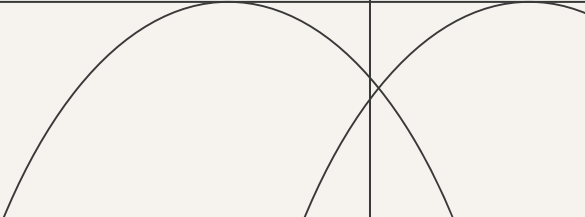


# Teachers' responsibilities and councils #1

***The Teachers' Council*** consists of the teachers and the professional associates in the school.

The Teachers' Council makes its decisions by a majority vote at the sessions convened by the principal.

The Teachers' Council gives an opinion on the proposal of the annual program, reviews the success of the students, makes decisions for enrollment of students, makes decisions on the objection of students, praises and rewards students, etc.



# Teachers' responsibilities and councils #2

***The School Year's Council***, ie council of the profession consists of the teachers who teach and the professional associates.

The council of the year is convened and managed by the principal of the school and he performs the following activities: organizes and conducts the educational work of the year and takes care of its improvement, decides on issues proposed by the council of the class and the heads of the classes, proposes matters for which the teachers' council should make a decision, etc.

# Teachers' responsibilities and councils #3

**The Class' Council** consists of teachers who teach in the class and the professional associates.

The class council is usually convened and chaired by the school principal. The council of the class performs the following activities: it directly organizes and conducts the educational work in the class and takes care of its improvement, determines the semi-annual and annual grades of the students upon the proposal of the subject teacher. cooperates with the class teacher, makes a decision to take the exam of the year in cases determined by law, etc

# Teachers' responsibilities and councils #4

## ***The Head Teacher of the Class***

The Head Teacher of the Class performs the following activities: monitors the work and discipline of the students, takes care of the regular teaching in the class, convenes and holds meetings with the parents of the students from the class, justifies the absences of the students, cooperates with the parents' council, etc.

# Teachers' responsibilities and councils #5

## ***Professional groups of teachers in certain professional fields***

The professional groups perform the following activities: propose teachers to the Teachers' Council for appointment in the School Board, propose measures for promotion of the educational work, propose teaching aids, monitor the implementation of the curriculum and give proposals for their amendment, etc. A record shall be kept at each meeting of the professional groups, containing the name of the body holding the session, date, number of attendees, agenda, time of completion and signature of the President and the recorder.





# Parents

## Parents' Council and obligations

Every class on the first parents' meeting in first year chooses 3 representatives from the parents.

**The Parents' Council** is elected from the parents in the school and it consists of representatives of the parents of the students who are not allowed to be employed in the school. The parents' council has 8 members, as follows: two representatives of the parents of the first, second, third and fourth year students.

They give their opinion on the proposal of the annual work program, discuss the report on the work of the school, give an opinion and propose measures for improving the teaching and extracurricular activities, etc.

# Students

## Students' participation

Every class chooses 3 representatives that represent them in front of their Head Teacher and the other teachers their class has.

Each class also chooses 2 representatives that are members of the Youth Organisation.

This year the Youth Organisation has 31 members. They choose their own President and have regular meetings in their meeting room. Every year from the Teachers' Council one teacher has the role of mentoring the students in the organisation.

They create events and workshops that will improve their life at school and also for their own personal development. They also host charity events that help those students in need.

