Foundation Learning for School Managers (I)

(1) ASK Model

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Roles and Functions of School Managers

Attitude
Affection
Reasonableness
Law
Knowledge
Skill
“ASK” Model for School Managers

Core Competencies of School Managers
- Understand their roles and functions
- Consolidate their beliefs and code of ethics
- Enhance their capability of effective governance and collaborative teamwork
“ASK” Model for School Managers

Core Competencies of School Managers
- Understand their roles and functions
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Skill motivates Attitude
Attitude enhances Skill
Knowledge facilitates Attitude
Attitude changes Knowledge

Skill refreshes Knowledge
Knowledge transfers to Skill
Core Competencies of School Managers refer to the necessary attitude, skills and knowledge of school managers, in particular at the school governance level.

1. **Attitude** – Selflessness, integrity above private interest, impartiality, actively learning, acceptance of others etc.
2. **Skill** – Strategic thinking, communication skills, problem solving skills, team work, etc.
3. **Knowledge** – School governance and management, education development, social evolution, legal knowledge, etc.
Core Competencies of School Managers – Promotion of School Development

- Formulation of Developmental Strategies for Schools
- Formulation of School Policies
- Promotion of Self-directed Learning
- Setting up of Personnel Management Guidelines
- Ensuring of Effective Use of Financial Resources
- Review of School Development Plans and Reports
- Assessment, Monitoring and Support of School Development
Core Competencies of School Managers – Enhancing Governance Effectiveness

- Ensuring the mission of the school set by the sponsoring body being carried out.
- Planning the direction of school development to provide quality education for students.
- Respecting the independence and autonomy of school managers and promoting collaborative teamwork.
- Ensuring compliance with the Laws, the Education Ordinance, rules and regulations, as well as establishing a comprehensive school management system.

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