



## MINISTRY OF EDUCATION

Office of the Principal Secretary, State Department of Early Learning And  
Basic Education

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P. O. BOX 30040  
**NAIROBI**

Ref. No. **MoE.HQS/3/13/3**

**19<sup>th</sup> September, 2018**

**All Regional Coordinators of Education**

**All County Directors of Education**

### **APPOINTMENT OF COUNTY EDUCATION BOARDS**

Reference is made to a Circular Ref. No. MoE.HQS/3/6/36 dated 3<sup>rd</sup> July, 2013 on Establishment of County Education Boards. As you may be aware, the Tenure of Service for the Chairperson and members of the Board is four (4) and three (3) years respectively and their tenure has since expired.

You are required to initiate the process of constituting new County Education Board as required by Circular Ref. No. MoE.HQS/3/13/3 dated 4<sup>th</sup> July, 2018.

All County Directors of Education in line with the Education Act, 2013 are therefore required to:-

- 1) Initiate the process of establishment of the County Education Boards in line with Section 17 (1) and (2), 18 (1) and (2) and 20 (1) and the second schedule of the Basic Education Act, 2013. The Cabinet Secretary shall appoint the board through an open and competitive process. The County Education Board shall consist of a Chairperson and twelve other members as follows:
  - a) An Educationist of at least five years standing based in the County.
  - b) The County Director of Education or his or her representative who shall be the Secretary to the County Education Board.
  - c) A representative of the County Executive in charge of Education.
  - d) A representative of the Teachers Service Commission.
  - e) Where applicable, one person each representing:-



- i) Jointly, the National Council of Churches of Kenya and the Evangelical Fellowship of Kenya.
  - ii) The Kenya Episcopal Conferences; and
  - iii) The Muslims Education Council
- f) A representative of the association of Private Schools;
- g) Two representatives of a trade Union representing the interest of teachers;
- h) Two representatives of Parents Teachers Association; and
- i) A representative of persons with disability;
- j) Two members nominated by the following bodies:-
- i) The Primary School Head Teachers' Association; and
  - ii) The Secondary School Principals Association
- k) A representative of a Child Rights Organization.

All members of the County Education Board should have a minimum qualification of Secondary Education Certificate.

It is expected that this process is undertaken and concluded by 30<sup>th</sup> September, 2018. The names and details of all selected nominees should be submitted to the Cabinet Secretary for appointment.

  
Dr. Belio R. Kipsang, CBS  
**PRINCIPAL SECRETARY**

Copy to: **The Cabinet Secretary,**  
Ministry of Education,  
**NAIROBI**

**The Principal Secretary,**  
State Department of Interior &  
Coordination of National Government,  
**NAIROBI**

**The Secretary/Chief Executive Officer,**  
Teachers Service Commission,  
**NAIROBI**

**All County Commissioners**