

AGM 28 OCTOBER 2021

**ANNUAL GENERAL MEETING**

**Purpose of the meeting**

All public-school governing bodies are obliged by the Act to support their schools financially as best they can. The Act provides that a governing body must - "take all reasonable measures within its means to supplement the resources provided by the State to improve the quality of education provided by the school to all learners at the school. The budget of the school must be presented to a general meeting of parents by the governing body for approval. The intention is that the governing body will give the parents all necessary information about the school's income and its educational needs.

**Logistics of meeting:**

Venue: School Hall  
Time: 18:00  
Date: 28 October 2021

**AGENDA OF THE MEETING**

1. SCREENING AND SANITIZING
2. OPENING
3. WELCOME
4. ATTENDANCE
5. APOLOGIES
6. CONFIRMATION OF THE QUORUM
7. CHAIRPERSON'S WORD OF WELCOME
8. AUDITED FINANCIAL STATEMENTS
9. PROPOSED BUDGET FOR 2022
10. RESOLUTIONS AND ADOPTION
11. SCHOOL FEES
12. CLOSURE

**THE FOLLOWING RESOLUTION MUST BE ACCEPTED BY THE MEETING:**

**RESOLUTION 1:**

- a) HS Voortrekker will be a fee-paying school in 2022.
- b) The budget for 2022 as presented with consideration of exception and partial exception as mentioned in the Regulations.
- c) The amount of school fees for 2022.

**RESOLUTION 2:**

- a) School fees can be paid in 10 installments.
- b) If the full amount is paid before 31 January, the parent qualifies for a deduction of 5%.
- c) Where there is more than one child, the first child pays 100% of the school fees. The second learner pays 75% of the school fees, the third 50% of the school fees.

**RESOLUTION 3:**

Partial and full exception of school fees are calculated according to the formula determined by the Department of Education.

**RESOLUTION 4:**

The SGB has power of attorney to pay staff members according to Sec 38A of SASA

**RESOLUTION 5**

The school is given the authority to have an investment account.

These resolutions must be approved by the majority of parents present at the meeting, through voting.

The resolution on the approved budget and the proposed school fees will be binding on all parents.

**Procedures for fee exemptions**

In making decisions, the SGB must consider, as far as is practicable, the financial circumstances of all the parents, taken as a whole. Parents of learners at a public school, carry serious responsibilities with respect to the determination of a school's budget, its sources of revenue, and the level of fees and the conditions for exemption of parents from fee paying. Each parent is responsible for paying the required fee.

**EXEMPTION – PARTIAL OR FULL**

Application to SGB before end January 2022 on prescribed form.

Exemption criteria is determined by Department of education.

ONLY Prescribed application forms, fully completed with required attachments, will be processed.

**NON-PAYMENT**

Payment of school fees are enforced by law. Outstanding school fees will be handed over to debt collectors.

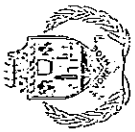
**Meeting procedures**

- Parents to always wear masks.
- Temperature will be taken, and screening will be done at entrance.
- Detailed register will be kept.
- Social distancing will be enforced.

The budget will be available for inspection at the school 27 October 2021 from 9:00 – 14:00. Please make an appointment with Mrs Black.

Schedule for current and proposed school fees:

PROPOSED SCHOOL FEES 2022:	2021		2022
	Budget	Budget	Budget
Amount school fees per year per child	R14 652	R14 652	R14652
Aantal betalings- Amount of payments	11	11	11
Bedrag per maand / Amount per month	R 1332	R 1332	R1332



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