



MULBARTON PRIMARY SCHOOL

P.O. Box 1209, Mulbarton, 2059 • 16 Archibald Avenue, Mulbarton Ext.3, Johannesburg
Telephone: (011) 432-3288/9 • Fax: (011) 432-2849 • Email: admin2@mulbartonprimary.co.za

5 February 2024

Dear Parents

Please see the attached Notice of Nomination and Election Meeting for the School Governing Body (SGB) elections of Mulbarton Primary School, which is scheduled to take place on 7 March 2024 at 18h30 in the school hall. The SGB is comprised of 6 parent members, 3 educator members and a non-educator staff member. Members who are elected would then serve on various committees within the SGB.

The main portfolios are:

- Finance, Legal, Maintenance, IT, Discipline, LTSM, Health & Safety, Sport, Human Resources and Fundraising.
- Meetings take place twice per term at the school.

The above elections are extremely important as the SGB together with the School Management Team (SMT) are responsible for the governance and management of the school respectively. Therefore, it is critical that we have committed parents (who are able to assist in the above portfolios and are able to attend SGB meetings/trainings in the evenings and over weekends) to stand for nomination and election.

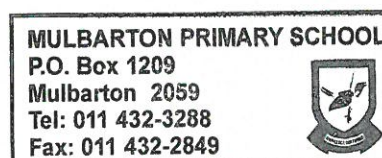
Should you wish to stand for election, you are required to be nominated and voted for on the evening of the elections. Each nominated candidate will be expected to be present at the elections so as to provide voters with a brief personal/skills background, and to indicate the role they will serve on the SGB during their term of office (3 years). There will be NO proxy voting.

Please note that a quorum of 15% of the parents is needed in attendance for the elections to take place or else the elections will have to be postponed to a later date. Therefore it is vital that parents make every effort to attend. Learners, whose parents attend the elections, will be issued with a civvies token and will be allowed to wear civvies the following day.

Thanking you in advance for your support and co-operation.

Yours faithfully

Mr. L. Kistadoo
Principal



L. Kistadoo
Principal



**ELECTION OF MEMBERS OF GOVERNING BODIES:
NOTICE OF NOMINATION AND ELECTION MEETING
FOR PARENTS**

NAME OF SCHOOL: **MULBARTON PRIMARY SCHOOL**

Notice is hereby given that a meeting for the nomination and election of nominees for the election of **PARENT** members of the governing body of the above-mentioned school, will be held on **07 March 2024 at 18H30** at **MULBARTON PRIMARY SCHOOL**.

Nominees (who must be parents/legal guardians of learners at the school and who are not employed at the school) may be nominated by submitting to the Electoral Officer a nomination form, duly completed by the nominee and his/her proposer and seconder. Both the proposer and seconder must be parents (but non-educators) at the school. The nomination form must be returned to the school at least one day but not more than seven days before the date of the above meeting. Nomination forms may be collected from the school reception.

Nominations will also be accepted at the nomination meeting (18h30 – 19h00). Nominees must be present at the nomination meeting.

The election process will be held on the same day as the nomination meeting mentioned above – commencing at 19h00.

NB: It is the responsibility of parents/legal guardians to ensure that their names are on the school's admissions register, which can be viewed at the school. Only parents whose names are on the school's admissions register will be entitled to participate in the school's governing body election.

SIGNATURE OF ELECTORAL OFFICER



SIGNATURE OF PRINCIPAL

DATE: 05/02/2024

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