

Parameters for P&F Annual General Meeting

Nomination forms will be made available fourteen days prior to the annual AGM.

Nominations

- Nominations must be handed to the school office or scanned and emailed by 3:30pm on the day of the AGM.
- Members of the P&F exec are not to second nominations.
- Nominees who are absent from the AGM must accept before the AGM commences in writing, or in person, to accept the nomination, if elected.
- People must be in attendance at the AGM to vote.
- If a position attracts no nominees it is opened to the floor at the AGM, if there are still no nominees it is opened to the school community. If more than one person volunteers from the school community, a name will be selected randomly by the Principal and Assistant Principal.
- Sub-committee nominations will be taken from the floor. If more than one person nominates themselves a secret ballot will take place.

Voting

- The quorum for an AGM shall be members, not including ex officio members.
- Voting is open to parents, guardians of pupils of the school and parishioners of the parish.
- If there is more than one nomination for a position, voting is done by secret ballot.
- The Principal and Assistant Principal will conduct each election and declare the results. If one of them is absent another school executive member will assist. ● In the event of a tied vote, a name will be selected randomly.

Hand-Over

After the AGM a hand-over will occur for each role as per the hand-over document for each role. This handover will be scheduled at a suitable time as close to the finalisation of Core Group roles as possible.