



Glenstantia Primary School

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MINUTES OF THE ANNUAL PARENT BUDGET MEETING HELD AT GLENSTANTIA PRIMARY SCHOOL, ON MONDAY 12 OCTOBER 2009 AT 19:00

1. OPENING AND WELCOME

Mr. Pretorius, the Principal, welcomed everyone present and said that it was a pity that there were so few people present at this important meeting. He welcomed the Chairman of the Governing Body, Mr. Short and the Vice-Chairman, Mr. Fick, as well as the Treasurer, Mrs. Mosepidi and thanked them all for their hard work and their guidance. Mr. Pretorius thanked Mr. Johnny Armatas, the school's Financial Manager for all his hard work regarding all aspects of finance at the school and for making sure that policies and procedures are always followed.

Mr. Pretorius then handed over to Mr. David Short, Chairman of the Governing Body.

Mr. Short read the notice of the meeting and as the required quorum of 25 parents was exceeded, the meeting was declared open.

Mr. Short thanked the parents present for attending and stated that, in terms of the SA Schools' Act, the budget has to be presented to the parents for approval.

There were, however, other matters that also needed to be addressed. Mr. Short welcomed the members of the newly elected Governing Body and introduced them to the parents.

Mr. Short stated that the actions of the Governing Body needed to be transparent and the parents needed to approve of where we are taking the school in terms of financial governance. Mr. Short thanked Mr. Armatas for his tireless contribution to the school and congratulated him on receiving an unqualified audit for the last few years. Mr. Short also thanked Mr. Pretorius for all that he does for the school and for enabling the school to maintain its high standards. Mr. Short gave a brief outline of the Governing Body activities.

2. ATTENDANCE REGISTER AND APOLOGIES

The attendance register was circulated and the apologies were noted. According to the attendance register 52 parents and 35 staff members were present.

3. PRESENTATION, APPROVAL AND ACCEPTANCE OF THE MINUTES OF THE MEETING HELD ON 27 OCTOBER 2008

There were no matters arising from the previous minutes. Approval of the Minutes was proposed by Mr. Richard Wheatley and seconded by Mr. Marius Heyns.

4. NEW BUILDING

One of the major concerns being investigated was the proposed building of additional classrooms. This project had been initiated by a previous Governing Body

several years earlier as we had run into a shortage of space for all our activities – remedial classes etc. This could cost approximately R1,500,000.00. We have this amount in reserve. The concern that providing extra classrooms would result in the Department forcing us to take additional learners was being investigated. Mr Short asked if the parents were in agreement with this project at this stage – there were no objections raised.

Mr. Short then handed the meeting over to Mrs. Mosepidi.

5. PRESENTATION OF THE 2010 SCHOOL BUDGET

Mrs. Mosepidi thanked the parents and educators for attending the meetings. She then presented an overview of the budget for 2010 and outlined the procedures followed when preparing the budget.

Our main challenges are the collection of school fees and insufficient funding by the Department. In 2003 the bad debt situation had been manageable, but in 2008, last year, the situation had become worse.

Mrs. Mosepidi pointed out that it was planned to extend our Grade R facilities in 2010.

Mrs. Mosepidi stated that the school’s strategic goal is to build up the reserves to one year’s expenses. The wish is to have R3,700,000.00 in building replacement reserves, R2,000,000.00 in salary reserves, R3,880,000.00 in general reserves and R1,000,000.00 in computer replacement reserves - a total of R10,580,000.00.

6. DISCUSSION OF THE BUDGET

Mrs. Mosepidi went through the budget showing the comparison between the budget for 2009 and 2010.

Mr. Short thanked Mrs. Mosepidi and Mr. Armatas for their hard work in this regard.

Mr. Short stated that the Governing Body is responsible for paying the Governing Body educators but we also have Department of Education educators. The Department is looking at a 13% increase in educators’ salaries. We have had to try to look at that but at the same time have had to keep our eye on the school fees. We have done the best we can in keeping the school fee within reasonable limits and also by coupling together remuneration packages for our Governing Body educators and other staff who need to be properly remunerated.

The following items and motions were carried:

Item 6: The Proposed Budget.

In terms of the South African School Act 84 of 1996 section38:

The School Governing Body presents the budget for 2009 for consideration and approval by the Parent Body.

Item 7 vote: The Proposed Budget.

Against	For	Abstentions
9	37	0

Item 8: The Subsidy System.

In terms of the South African School Act 84 of 1996 section 39(2)(b) and 40(1): (Circular 86 of 2007 dated 5 December 2007 also has reference.)

The School Governing Body proposes that the Subsidy System be implemented.

Item 9 Vote: The Subsidy System.

Against	For	Abstentions
1	50	0

Item10: Motion 1: Annual School Fees for 2010.

In terms of the South African School Act 84 of 1996 section 39(1) and 39(2)(a):
The School Governing Body proposes that the school fees for the year 2010 be set at R9,545.00 per learner.

Item11 Vote on Motion 1: Annual School Fees for 2010.

Against	For	Abstentions
12	34	0

Item 12: Motion 2: Compulsory School Fees.

The School Governing Body proposes that the payment of school fees for the year 2010 be compulsory for all parents

Item 13 Vote on Motion 2: Compulsory School Fees.

Against	For	Abstentions
0	50	0

Item 14: Motion 3: Authorising the School to Collect School Fees.

In terms of the South African Schools Act 84 of 1996 section 41:
The School Governing Body is authorised to enforce the payment of school fees by the process of law.

Item 15 Vote on Motion 3: Authorising the School to Collect School Fees.

Against	For	Abstentions
0	43	0

Item 16: Motion 4: Payment of GDE Staff for Additional Work.

In terms of the South African Schools Act 84 of 1996 section 38(2):
Authorising the School Governing Body to pay Gauteng Department of Education staff, employed at Glenstantia Primary School, for additional work.

Item 17 Vote on Motion 4: Payment of GDE staff for additional work.

Against	For	Abstentions
0	38	1

Item 18: Motion 5: Invest surplus funds in additional bank accounts.

In terms of the South African Schools Act 84 of 1996 section 37(3):
Authorising the School Governing Body to invest surplus funds of the school in more than one bank account.

Item 19 Vote on Motion 5: Invest surplus funds in additional bank accounts.

Against	For	Abstentions
0	48	0

Item 20: Motion 6: 2010 Pre-Payment.

The School Governing Body proposes a pre-payment of an amount of R3,500.00 per learner on the 2011 school fees to be paid with registration by 30 September 2010.

Item 21 Vote on Motion 6: 2010 Pre-payment.

Against	For	Abstentions
4	36	0

22. CLOSE

Mr. Short concluded the meeting and thanked everyone for attending the meeting. He reiterated that it is the intention of the Governing Body to uphold the standard of education that the parents and their children of Glenstantia Primary deserve .

Mr Short invited parents to feel free to approach any member of the Governing Body if they have any questions.
The meeting closed at 20:10.

Signed at PRETORIA this _____ day of _____ 2010.

Mr. David Short
CHAIRMAN – GOVERNING BODY 2009