

**THE ANNUAL PARENT BUDGET MEETING WILL BE HELD IN THE SCHOOL HALL OF  
GLENSTANTIA PRIMARY SCHOOL ON 27 FEBRUARY 2012 AT 19:00**

**AGENDA**

- 1 Opening and Welcome
- 2 Attendance Register and Apologies
- 3 Presentation, approval and acceptance of the minutes of the meeting held on 4 October 2010
- 4 Presentation of the 2012 school budget in terms of Section 38 of the South African Schools Act, 84 of 1996 as amended.
- 5 Discussion of the budget
- 6 Vote for acceptance of the proposed budget
- 7 Discussion on the introduction of discounted fees for more than 1 child at GPS, for implementation in 2013
- 8 **RESOLUTION 1: RESOLUTION TO CHARGE SCHOOL FEES**

The present and voting parents of **Glenstantia Primary School**, at the meeting, as stipulated in Section 38 (2) of the South African Schools Act, 84 of 1996, as amended, held on **27 February 2012** to vote on the Resolution to Charge School Fees as determined by Section 39 of the South African Schools Act, 84 of 1996, as amended.

Pursuant to a meeting of the parents of Glenstantia Primary School the following resolution was presented to voting parents in accordance with Section 38(2) of the South African Schools Act, 84 of 1996 as amended:

(A) That the school fees shall be regulated and determined as follows:

- Yearly Grade R fees shall be an amount of **R17020.00** per learner. A Pre-payment of R4500.00 is payable on registration and the balance shall be payable in 9 equal installments monthly commencing on 1 January 2012 and ending on 1 September 2012. **(note paragraph (B) below does not apply to grade R fees).**
- Yearly school fees for Grade 1 to 3 learners shall be an amount of **R11 782.00** per learner which shall be payable in **9** equal installments monthly commencing on 1 January 2012 and terminating on 1 September 2012.
- Yearly school fees for Grade 4 to 7 learners shall be an amount of **R11 332.00** per learner which shall be payable in **9** equal installments monthly commencing on 1 January 2012 and terminating on 1 September 2012.
- Yearly After School Centre fees shall be an amount of **R5540.00** per learner. A pre-payment of R500 is payable on registration and the balance shall be payable in 9 equal installments monthly commencing on 1 January 2012 and terminating on 1 September 2012. **(note paragraph (B) below does not apply to ASC fees).**

(B) That the Governing Body shall, upon application for exemption from payment of school fees, apply the following formula in its determination of such application in accordance with the Regulations published in Govt. Gazette Nr 29311, Vol 496, of 18 October, 2006 [Regulations in connection with the Exemption from the payment of school fees by parents in Public Ordinary Schools].

## THE FORMULA

$$E = 100 \left[ \frac{F + A}{C} \right]$$

Where:

**E** = school fees as a proportion of the income of a parent.

**F** = annual school fees, for one child, that a school charges in terms of Section 39 of the Act.

**A** = additional monetary contributions paid by a parent in relation to a learner's attendance of, or participation in any programme of, a public school.

**C** = combined annual gross income of parents.

**100** = the number by which the answer arrived at in the brackets is multiplied so as to convert into a percentage.

**Table for calculating partial exemptions from school fees**

E =	NUMBER OF LEARNERS									
	1	2	3	4	5	6	7	8	9	10
2.0%	0%	0%	0%	0%	0%	11%	20%	27%	33%	38%
2.5%	0%	0%	0%	14%	25%	33%	40%	45%	50%	54%
3.0%	0%	7%	22%	33%	42%	48%	53%	58%	61%	64%
3.5%	7%	26%	38%	47%	54%	59%	63%	66%	69%	71%
4.0%	25%	40%	50%	57%	63%	67%	70%	73%	75%	77%
4.5%	39%	51%	59%	65%	69%	73%	76%	78%	80%	81%
5.0%	50%	60%	67%	71%	75%	78%	80%	82%	83%	85%
5.5%	59%	67%	73%	77%	80%	82%	84%	85%	86%	87%
6.0%	67%	73%	78%	81%	83%	85%	87%	88%	89%	90%
6.5%	73%	78%	82%	85%	87%	88%	89%	90%	91%	92%
7.0%	79%	83%	86%	88%	89%	90%	91%	92%	93%	93%
7.5%	83%	87%	89%	90%	92%	93%	93%	94%	94%	95%
8.0%	88%	90%	92%	93%	94%	94%	95%	95%	96%	96%
8.5%	91%	93%	94%	95%	96%	96%	96%	97%	97%	97%
9.0%	94%	96%	96%	97%	97%	98%	98%	98%	98%	98%
9.5%	97%	98%	98%	98%	99%	99%	99%	99%	99%	99%
10.0%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

(C) That the school budget shall reflect the estimated cumulative effect of:

The established tendency of non-payment of the school fees; and the total, partial and provisional exemptions granted to parents in terms of the Regulations promulgated in accordance with Article 39(4) of the South African Schools Act, 84 of 1996 as amended.

## 9 VOTE ON RESOLUTION 1

The proposed budget, attached hereto as Annexure A, reflects the foregoing requirements.

1. The number of present and voting parents in favour of the resolution is \_\_\_\_\_.
2. The number of present and voting parents not in favour of this resolution is \_\_\_\_\_.
3. The number of parents present, who have abstained from voting on the resolution, is \_\_\_\_\_.

It was resolved that the aforementioned Resolution to Charge School Fees as determined by Section 39 of the South African Schools Act, 84 of 1996, as amended is:

- Adopted
- Not Adopted

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Chairman: SGB

- 10 RESOLUTION 2: Discounted School Fees for all staff children attending GPS as a  
condition of employment – subject to approval of GDE section 38A for GDE staff and  
taxable in terms of SARS tax on deemed benefits, paragraph 10 of the 7<sup>th</sup> schedule  
11 VOTE ON RESOLUTION 2
- 12 RESOLUTION 3: Discounted After School Center Fees all staff children attending GPS  
as a condition of employment – subject to approval of GDE section 38A for GDE staff  
and taxable in terms of SARS tax on deemed benefits, paragraph 10 of the 7<sup>th</sup> schedule  
13 VOTE ON RESOLUTION 3
- 14 RESOLUTION 4: 50% discount for all staff children attending GSP participating in grade  
trips as a condition of employment – subject to approval of GDE section 38A for GDE  
staff and taxable in terms of SARS tax on deemed benefits, paragraph 10 of the 7<sup>th</sup>  
schedule  
15 VOTE ON RESOLUTION 4
- 16 RESOLUTION 5: Write off depreciation at year end on Fixed Assets in terms of the  
Income Tax Act  
17 VOTE ON RESOLUTION 5
- 18 RESOLUTION 6: Write off Doubtful Debts at year end in terms of the accounting policy  
19 VOTE ON RESOLUTION 6
- 20 RESOLUTION 7: Process surpluses and losses on grade tours at year end to each  
grade  
21 VOTE ON RESOLUTION 7
- 22 RESOLUTION 8: Allowances to staff – subject to approval of GDE section 38A for GDE  
staff and taxable in terms of SARS.  
  - Cell phone: Principal R300 max R6000 per annum  
Financial Manager R500 max R6000 per annum  
Estate Manager R180 per month max  
Deputy Estate Supervisor R50 per month max  
2 x gate monitors R50 per month max
  - Travelling: Reimbursement at R2.50 per km for school business as  
recommended by Salaries Committee and SGB
- 23 VOTE ON RESOLUTIONS 8
- 24 RESOLUTION 9: Allowances to staff – subject to approval of GDE section 38A for GDE  
staff and taxable in terms of SARS.  
  - Principal, Deputy Principals, SGB appointed HOD's, Learning Area Leaders,  
Grade Leaders, Key Man monthly allowances as recommended by Salaries  
Committee and SGB
- 25 VOTE ON RESOLUTION 9
- 26 RESOLUTION 10: S&T Allowances to staff – subject to approval of GDE section 38A  
for GDE staff and taxable in terms of SARS.  
  - Staff to accompany the self funding tours R65 per day as recommended by  
Salaries Committee and SGB
- 27 VOTE ON RESOLUTION 10
- 28 RESOLUTION 11: Benefit to staff  
  - Accommodation, food and transport included in self funding tour package for  
educators accompanying learners on overnight trips
- 29 VOTE ON RESOLUTION 11
- 30 RESOLUTION 12: Authorising the School Governing Body to invest surplus funds of the  
school in more than one bank account. {SASA sec 37(3)} subject to the submission of  
the GDE application for approval as per Circular 45/2003  
31 VOTE ON RESOLUTION 12

## ANNUAL GENERAL MEETING

1. Presentation, approval and acceptance of the minutes of the AGM of 2011.
2. School Governing Body Chairman report
3. Principal report
4. Audited Financial Statement of 2011
5. Community Fund report
6. Parents Association report
7. General
8. Close