



Monday 8 May 2023

**TO ALL MEMBERS OF ST MARGARET'S SCHOOL
NOTICE OF ANNUAL GENERAL MEETING**

The 75th Annual General Meeting of St Margaret's School will be held in the Lecture Theatre, Gloucester Avenue, Berwick, on:

WEDNESDAY 31 MAY 2023 COMMENCING AT 7.30PM

BUSINESS:

1. Apologies
2. Confirmation of Minutes of Annual General Meeting held on 25 May 2022.
3. Receipt of the Report of the School Council as to the Affairs of the School.
4. Receipt and adoption of the Financial Statements of the School for the year ended 31 December 2022, together with the Reports of the Council and Auditors thereon.
5. Election of Councillors.

As a result of the rotation of Councillors, one vacancy now exists.
No nominations were received.

6. Change to the St Margaret's School Constitution:

The Council presents the following resolution to be proposed as a Special Resolution:

That the Constitution of St Margaret's School be amended by:

(a) Clause 3 – Objects of the School

The objects of the school have been updated to include a Preamble that recites the history of the School, highlighting key developmental aspects including incorporation and the development of the Officer campus.

(b) Clause 6.2 – Ordinary Members

The definition of an Ordinary member has been clarified to be a parent or guardian of a current pupil of the school.

(c) Clause 7.1 - Cessation of Membership

This clause has been amended to confirm that membership of the School Association ceases when the parents/guardians no longer have a student at the School or an individual who is a director ceases to be a director.

(d) *Clause 8.3 - Life Governors*

This clause prescribes a mechanism for the Council to withdraw an individual's appointment as a Life Governor.

(e) *Clause 9 - Supporting Bodies*

This clause removes the Parents & Friends as a supporting body.

(f) *Clause 12.2 – Composition of the Council*

The composition of the Council has been modified to remove the appointed representative of the Parents & Friends Association.

(g) *Clause 12.3 / 12.5 – Term of Council Members / Office Bearers*

To reflect contemporary best governance practice, Office Bearers now have a fixed term of tenure in congruity with directors. The President's term, and up to two (2) other directors may have their term extended to assist with succession planning.

(h) *Heads of School*

Clause 20 in the current constitution that prescribes Council involvement in the appointment of the Heads of School (Junior; Girls and Officer) has been removed.

(i) *Number and sequencing of clauses to reflect the above changes*

The constitution includes numerical and consequential amendments to reflect the substantive amendments prescribed above.

7. General Business

Please use this link for the documents for items 2 and 4, and a proxy form

<https://www.stmargarets.vic.edu.au/agm/>

Light refreshments will be available, to assist with catering please RSVP to businessmanager@smbg.vic.edu.au to advise if you are attending.

By Order of the Council


Mark Janke
Company Secretary
St Margaret's School

NOTE: An association Member entitled to attend and vote is entitled to appoint a proxy to attend the meeting and vote instead of the member. The proxy does not have to be a member. Proxy Forms **MUST BE LODGED** at the Registered Office of the School (27-47 Gloucester Avenue, Berwick) **before 4.00pm on 24 May 2023.**