



IN ATTENDANCE:

T. Hack; H. Broodryk; R. Auckland; D. Bellamy; N. Michie; V. Thatcher; B. Schott; C. Patterson; J. de Macedo (Management Accountant), R. Brons (Auditor); parents who signed the voters' roll to verify attendance

APOLOGIES:

M. Kunene; G. Nong; S. Naidu

This scheduled meeting was called by Mrs Hack. This was the second AGM meeting called, as for the first one, we did not reach a quorum.

AGENDA:

1. Welcome: Mrs T Hack
2. Chairperson Report: Mrs T Hack
3. Treasurer's Report: Mr B Schott
4. Overview of 2023 Budget: Mr B Schott
5. Overview of 2024 Budget: Mr B Schott
6. Questions and Answers:
7. Resolutions to be presented:
8. Voting
9. Closure

1. Welcome – Mrs T. Hack

Welcome to the Edenglen Primary AGM for 2023
Good Evening Parents, SGB members and Teachers
For the purpose of minutes of this AGM, is being recorded.
Please find the agenda for tonight's proceedings.

2. Chairperson's Report – Mrs T. Hack

I would like to open tonight by giving thanks to the parents present this evening. We are grateful for parents like you who are committed to your child's education. It's the parents here today that understand that we need to all work together to provide good quality education for our children.

I would like to welcome our management Accountant Mr Julio De Macedo. Thank you for joining us.

A heartfelt thanks goes to the SGB - parents, Mr Schott, Mrs Naidu, Mr Nong, Dr Kunene, and Mrs Thatcher, educators, Ms Auckland, Mr Patterson, Mr Michie, staff Mr Bellamy and principal Ms Broodryk, who have sacrificed a lot of their time that extends beyond office hours to ensure our school is the best. We have reached the end of our term, and wow, we have managed to overcome challenges, and we have also celebrated our wins. As Chair, I would like to thank you for the support and it been an honour working with you all and serving the Edenglen Primary family. (A)

I would like to give thanks to the finance team, Mrs Steyn, Mrs Scrooby and Ms Hagemeier who are behind all the hard work and making sure the numbers work for us. (A)

Before I hand over to Mr Schott, I would like to share some highlights and challenges form this year:

Challenges

- Psychosocial therapy has been ongoing for many learners in the school, there has still been an increase for the demand for the support for the learners. Over 100 cases have been referred to the social worker. We also have planning programmes that will support parents.

- We are finding that there are more cases of cyberbullying and vaping to mention a few. As a primary school this is rather concerning, it also affects the school discipline, so we would like to ask the parents to please help us and work on this together by spending more time with your children and try control how much digital time they are consuming.
- Our exemptions have increased this year, understandingly with the increase of unemployment. We do find ourselves consulting with parents more and more. We would like to thank the parents who do pay school fees and have made payment plans, thank you for your commitment to the school and investing in your child's future.
- We are a high pressure school and our applications do impact our staffing, resources and traffic. We ask parents to please be patient with our traffic, we are doing everything we can to ensure our learners are safe. We have dedicated scholar patrol and teachers helping with traffic and we need parents to be patient and show love and kindness toward everyone.
- It's been a challenging year for the PA to get the support of the parents for additional fundraising, we will therefore continue to look at our options that will make it affordable and will continue to also build a sense of community.
- We will be saying farewell to our Facilities Manager at the end of November, as he is retiring. He is the driving force that has kept our grounds so beautiful and neat at all times, and our building safe for our children. We always receive such praises from the department and our visitors on how smart our school is. Thank you Mr Bellamy – whoever get this job, is going to have some pretty big shoes to fill. (A)
- **Highlights this year**
Our 2023 applications have been very high once again, we received 400, however we can only accept 160. We are still considered as one of the top schools in Edenvale
- **Sport:**
Soccer- u11 boys made the Discovery Cup Final
U9s came 2nd in the Bedfordview tournament
Daniella Helwick made the Discovery Cup area team.
Chess - won a chess tournament and received the best chess school at the tournament.
Netball- u10 won their league
U11s came 4th at the u12 Norkem tournament.
Athletics
Many learners made the D17 round and one Grade 3 would have qualified for Gauteng if he was old enough.
Cross Country
There were about 15-20 learners who made the D17 round of cross country with Kiara Ojiaku (Gr 1) would have made the Gauteng team if she was old enough.
- We have very big grounds and our facilities Manger Mr Bellamy and his team has had their hands full this year again, yet they have completed, many of the major projects such as painting offices and classrooms, waterproofing, repairing our borehole, making our Grade 1 playground beautiful, maintaining our beautiful gardens. Not to mention we had to purchase a new ride on lawnmower, as our old one had reached its end of life and no more parts were available. So, if you see them on the field in the new year cutting the grass after the holidays, give them a hoot.
- Some of you may have noticed, we have new ladies who joined the front office, Ms Courtney Freemantle. The admin staff have been amazing and it's such a delight to have such friendly front office staff.

- We have had flood lights installed on the netball courts, this will assist in getting night games, which can assist in additional income and community support.
- The borehole has been assessed, and we are happy to announce that we will be replacing the motor next year, if you all agree.... which means should we get water shedding we will be able to use borehole water. This is critical for hygiene because when 1200 learners all use the same bathrooms, we need them to flush properly and the children need to wash their hands properly to avoid germs and viruses from being spread. Also, when it is summer and temperatures reach 32 degrees, the children need clean water to drink to avoid dehydration, so the borehole is critical.
- We continue to upgrade our IT Infrastructure, WIFI and software, as well as increasing the capacity for learning for continued introduction of coding and robotics.
- We will be completing our last phase of the camera project, which means we will have cameras installed in all the classrooms and pertinent areas... As you may be aware, this project is to protect the well-being of all learners and staff. As you know there is much about school security in the media and we are happy to report we have had zero incidents since the inception of Mamba and 24 hours guarding.
- We have seen the need for a male social worker who will serve as positive male role model and provide guidance and support to the learners who have had a negative experience.
- The PA has embarked on "upgrading our signage project", soon you will notice new signage being placed around the school.

Academics – report from Mrs Kunene

- Edenglen Primary School takes great pride in the academic achievements of its learners. In order to foster a spirit of excellence and encourage participation in various academic competitions, our school actively engages its learners in events such as the Mathematics, EMS, and Technology Olympiads.

In regards to the Technology Olympiad, Edenglen Primary School emerged victorious in the District level competition. The exceptional performance of our learners allowed us to be among the two schools selected to represent Ekurhuleni North at the Provincial level event, which was held right here at our school premises. This accomplishment not only highlights the dedication and hard work put forth by our students but also underscores their ability to excel in fields outside the traditional classroom setting.

Similarly, in the realm of Mathematics, two of our learners showcased their mathematical prowess by qualifying for the District Olympiad competition. Additionally, one learner demonstrated remarkable skills and advanced to compete at the Provincial level. These achievements serve as a testament to the commitment displayed by both our learners and educators towards fostering a strong mathematical foundation.

Furthermore, our learners have also made commendable progress in EMS (Economic Management Sciences). They successfully advanced through to the District phase of this subject-based competition. Their dedication and understanding of economic principles are highly admirable.

Notably, Edenglen Primary School consistently surpasses district targets for all subjects across grade levels. This outstanding performance across multiple disciplines showcases the exceptional abilities and accomplishments of our learners within and beyond classroom walls. It is a clear reflection of their perseverance, diligence, and unwavering pursuit of knowledge.

The academic success attained by our learners exemplifies their determination and resilience. We are immensely proud of their accomplishments as they continue to elevate Edenglen Primary School's

reputation."

- **Concert**

We had an amazing concert this year - the theme was Journey to the Stars – Africa twist – a journey through our different cultures, provinces and beautiful landscapes and then to the stars of JHB. We sold 900 tickets. A lot of hard work and time went into this concert – big thanks to all involved and a big well done to the learners that participated.

- Our Grade 7 Market Day went well this year, and we like to thank the parents and learners for their outstanding efforts.

Pertinent Projects we have included.

- We continue to upgrade our IT Infrastructure Phase 2 of our WIFI upgrades and replacing our AP's.
- Our borehole to be functional, and to have spare water available during water shedding.
- We would like to extend the staffroom, the school has grown so much over the last few years, that they can't host all the staff in the staffroom at one given time. This will also allow for additional bathroom facilities, as there is not enough for both male and female staff. The extension will also allow for teachers that don't have their own classrooms an area for them to do admin tasks. Happy teachers = Happy children.

We would like to wish our one of the teachers embarking on a private business venture all the best – To Mrs Segatto, go forth and conquer!!

We would like to thank the ground staff, admin, teachers and management and the principal for their ongoing hard work in ensuring our children have quality education and support, they are the future.

I would like to invite parents that have a vested interest in our school to benefit our learners, and is prepared to give up personal time, if you have a skill or experience in the areas of, i.e. finances, IT technology, sport, HR, marketing, Legal, Facilities management, then we would like to hear from you. Please can you speak to any of our SGB members to get more information, after the AGM. Our elections will be in March next year.

The SGB has tried to do the utmost best, to accommodate the challenging demands on parents, teachers and the upkeep of the school. We hope and believe that we will present an affordable increase for 2024

Thank you and wish you all well and have a safe festive break

I will now hand over to the important part of the AGM – Mr Brad Schott

3. Treasurer's Report – Mr B. Schott

Audited Financial Statements

Period ended 31 December 2022

Issued by *Glenro Chartered Accountants*

No irregularities were reported

Clean audit report was issued

Financial Reports accepted by the SGB

Financial Reports accepted by Department of Education

Statement of Comprehensive Income

Revenue	25 283 049	27 486 131
Other Income	5 623 646	1 840 191
Operating Expenses	(27 265 591)	(29 280 473)
Operating Profit	3 641 104	45 849

Investment Income	523 166	881 982
Profit for the year	R 4 164 270	R 927 831

Statement of Financial Position

Assets		
Trade & Other Receivables	60 975	6 398
Prepayments	0	0
Cash & Cash Equivalents	15 975 060	17 232 248
	16 036 035	17 238 646
Equity and Liabilities		
Retained Income	8 269 449	8 650 573
Trade & Other Payables	7 766 586	8 588 073
	16 036 035	17 238 646

2023 Current Year Review:

Grounds and Buildings:

- Municipal Expenses R897 000 - 32% increase
- Repairs and maintenance R417 000
- Security R871 000 – 9.7% increase

Projects Completed:

- Interior of Admin block painted
- Improving the aesthetics of the Grade 1 playground
- Tiling of Admin office
- Landscaping of front garden
- New ride on lawnmower purchased
- New PA sound system
- Aftercare roof was waterproofed
- Lockers were refurbished
- LTSM – upgrade of computer monitors
- Additional cameras installed in classrooms
- Netball floodlights

Projects to be completed

- Exterior painting of Admin block
- Exterior painting of library
- Borehole to be completed
- Additional cameras to be installed so that all classrooms have cameras in them.

EMA

It's been so exciting and warming to see the learners get back into sports and social gatherings

- Provincial Tech and Science Expo held at the school
- Soccer U11 boys made Discovery Cup final
- Chess – won tournament and best school at tournament
- Netball – U10 won their league
- Grade 7 farewell
- Grade 7 Market Day
- Grade 4-7 Concert
- Grade 1 Information Day

5. Overview of 2024 Budget – Mr B. Schott

2023 budget objectives

2024 Schools Fees to remain affordable to the parents, by keeping the school fee increase as low as possible, without compromising on:

- Quality of education
- Ongoing maintenance of buildings, grounds and fields
- Safety and overall wellbeing of the learners
- Retain the number of SGB paid staff, which ensures manageable class sizes
- Collect sufficient funds to cover the total operational expenditure
- Break-even at the end of the 2024 financial year end

Budget assumptions

- 1250 learners
- Collection rate of 80%
- Bad debt of 5.04%
- Exemption rate of 9.40%
- Balanced budget = Net profit = ZERO

Detailed Budget:

- Propose school fees for 2024 of R31 721 250 annually. Increase of R2,2 million
- Less discounts from early settlement of 10% which is R469 465.
- Exemptions expected to be R3 298 939 which is explained by financial difficulty.
- Bad debt provision to decrease slightly.
- Overall net provision fee income of R26 185 351

Proposed Budget for 2023

Additional income

- GDE resource allocation (the rebate we receive for each learner) has increased for 2024 to R1 041 634 which is R838 per learner for the year, R69 per month.
- The rate is calculated by the GDE based on admissions numbers
- GDE exemption Compensation – we only get R100 000 back from the GDE despite expecting over R3 million in exemptions next year.

- Other income is increased to R846 116.
- Interest received from investment income of R1 380 000.

As you can see we rely heavily on our school fees to maintain the standards of our school.

Proposed Budget for 2024

Expenditure

- Administration cost of R1,7m.
- LTSM Expenses (learner support material) has decreased as we have only topped up existing textbooks.
- EMA – has gone up slightly to R1.4 million.
- Grounds and Buildings and Security has gone down to R2.8 million.
- IT has decreased by almost R500 000. We have upgraded many hardware items this year and won't need to do so next year.
- Projects: have come down by almost R90 000.
- Staff costs have gone up so we can keep the ratio of teachers to learners at an acceptable standard.
- Section 38 A Staff payment (additional remuneration to staff members to go above and beyond their normal salaries for duties done outside of their normal duties) This has to be applied to the GDE in order to make these payments. An increase in staff means an increase in the applied for amount.

IT Capex 2024

We have already replaced printers, laptops, data projectors, sound bars, wireless mouse and other sundries. We are still looking to add and replace APs next year.

Building Capex 2024

We are looking to build on and improve the current staffroom to accommodate all the teachers in the school.

Phase 1 includes:

INCREASE AND EXPAND THE EXISTING STAFFROOM

- Accommodate all staff for meetings and training in 1 session.
- Have space available for the teaching staff that don't have their own classrooms for admin tasks.
- Prepare for phase 2. Going up a level.

INCREASE AND EXPAND THE EXISTING BATHROOM FACILITIES

- Expanding on the bathroom facilities to accommodate for all male and female staff.

FACELIFT ON OFFICES - FRONT

- Enhance the aesthetics to a modernized look.

NEW COMFORTABLE FURNITURE

- Create a practical yet inviting environment for all staff to use that will enhance productivity and wellness in the school.

HAPPY STAFF

- A happy, productive staff means a happy child!

Post establishment

- SGB pays for 56% as opposed to the GDE who pays 44% of our staffing costs..

Proposed school fees

School fees increased by 5% in 2021, 6,45% in 2022 and 7,5% in 2023. Taking our costs into consideration, we are looking at:

- An increase of 7.5%
- R 25 377 per annum per learner
- R2 307 per learner over 11 months
- Additional R161 per month.

- Discounts 10% early discounts offered on upfront payments if:
Annual payments made by 31st of January 2024.
Annual payment is done by EFT or Credit card
School fees account is up to date from prior years.

6. Questions and Answers:

Parent: Thank you to the team for the work. A question about facilities, I don't know if you have considered any upgrades to warm up the classrooms during Winter? Is it something possible to add under projects?

Mr Schott: We haven't considered it. We can look at it going forward.

Miss Broodryk: Our problem is if we have 40 classrooms and 40 heaters, it trips the power supply. In the office, if the office ladies have more than 2 or 3 heaters at a time, it trips the power. Mr Bellamy has been working tirelessly to try and sort out the problems. In the olden days we had the coal heaters but we are constantly looking at options to improve so we will take that under advisement.

This question was raised by Mr da Silva just after resolutions began:

Mr da Silva: What are the resolutions for?

Mr Schott: These are legal requirements. We have to run through to show that everyone has agreed to the proposals for next year.

This question was asked before the last resolution:

Ms Moraka: I wanted to know about the powers of the SGB. I want to support the notion or resolution but I wouldn't be able to because I don't know. I would have loved to contribute towards these resolutions. Surely you should have something at the school that specifies the scope of the SGB, where the powers start and end. I find myself conflicted.

Mr Schott: It is in the Schools Act. There is legislation about what an SGB can and can't do. We can make it available.

Miss Broodryk: The South African Schools Act is quite legally specific about what the SGB can do which is governance, finance, appointments and that type of area. It is completely separate to management. Management deals with discipline and the curriculum. We are all bound by policies and regulations from the Department in terms of what the Governing Body can do. For example, the Governing Body has to legally pass these resolutions so if there had to be a change in the language policy, it has to go through the Governing Body. If you had to have a change in the religious policy of the school, it has to go through the Governing Body and that's why your Governing Body elections happen and they elect parent representatives who will then make those decisions on your behalf. But within those decisions, they have to follow the regulations in the South African Schools Act. It's actually mandated by law that the Governing Body has to present resolutions like that. But at any time, you are more than welcome to come and book an appointment with myself or the chairperson of the Governing Body and we can take you through what those regulations are. Its not a problem at all:

Ms Moraka: On the Financial Statement, I want to find out, the irregular expenditure, is it not there on the Financial Statement? Because, the absence thereof or maybe there has been?

Mr Schott: We have received a clean audit. There has been no irregular expenditure in the past financial year. The financials are available at the school. They have been available since 20th of October. You are more than welcome to have a look. There has been no irregular expenditure reported.

Miss Moraka: Thank you.

Mr Schott: We are having SGB elections next year, so if you would like to be involved or can assist. We will gladly take you on the SGB.

7. Resolutions to be presented

8. Voting

We will now proceed with resolutions, we will ask for a proposer and seconder:

RESOLUTION 1

Edenglen Primary is a fee-paying school.

Proposer: S. Wright **Seconder: C. Johns**

RESOLUTION 2: School Fees

Annual School fees for the 2024 academic year shall be R25 377 per learner.

Proposer: A. Williams **Seconder: Z. Mangeza**

RESOLUTION 3: Budget 2023

The Financial Budget for 2024 be accepted as presented.

Proposer: R. Fouche **Seconder: J. da Silva**

RESOLUTION 4: Statutory Obligation

A parent's school fee debt (to the extent that he/she has been exempted) is a statutory obligation and thus takes priority over any other voluntary debts.

In order to enforce this, all monies received by the school will be allocated to the oldest outstanding school fees first, any person defined as the legal guardian or parent of the child is required to be responsible for paying school fees.

Proposer: G. Silenda **Seconder: T. Manzini**

RESOLUTION 5: Finance Structure

School fees are payable monthly in advance.

School fees for 2024 are payable either:

- In full by 31 January 2024, less a 10% early payment discount
- Or, in 11 equal monthly instalments from January 2024 up to and including November 2024 by way of:
 - ✓ Direct Deposit into the school bank account
 - ✓ Utilising the debit/credit card facility at the School

Proposer: S. Mtetwa **Seconder: S. Charles**

RESOLUTION 6: Extended Payment Terms

Certain extended payment dispensations will be allowed, as presented and approved by the Finance Committee, subject to the clear understanding that:

- Should the school allow payment dispensations, these undertakings in no way change the fact that the payment of school fees is a statutory debt and not a voluntary agreement, particularly not a credit agreement as defined in terms of the National Credit Act No. 34 of 2005.
- Should a parent / guardian be allowed any form of extended payment and they default or fall behind on any instalments, then the whole amount will immediately become due and payable.

Proposer: C. Johns **Seconder: U. Munyai**

RESOLUTION 7: Exemptions

It is resolved that the criteria for the total, partial or conditional exemption of parents who are unable to pay compulsory school fees, will be governed by:

- ✓ The South African Schools Act # 84 of 1996
- ✓ *The Exemption of Parents from School Fees Regulations (as amended in Government Gazette 29392 of 17 November, 2006).*

The school may conduct credit checks with a listed credit bureau. Should payments fall behind, the school is then authorized to follow debt collection procedures and have these names listed with a credit bureau.

The school has the right to verify all information supplied to it by a parent / guardian.

Proposer: Q. Mandisa Seconder: M. Madebele

RESOLUTION 8: Section 38A Remuneration

The SGB is empowered to make additional payments to members of staff in terms of Section 38A of the South African Schools Act.

This amount is included in the Budget for 2024.

Proposer: S. Mtetwa Seconder: S. Wright

RESOLUTION 9: Investment Account

The SGB is authorized to invest any surplus funds in interest-bearing investment accounts, mainly Investec and the Money Market, subject to the specific constraint that the interest earned by the school will not be used for purposes of any unbudgeted, irregular or unauthorized expenditure.

Proposer: K. Bande Seconder: C. Johns

RESOLUTION 10: Expenditure

The SGB is authorized to make adjustments to planned expenditure, of both an operating and capital nature in order to meet the needs of the school as they may arise from time to time, subject to the specific constraint that the **Total Expenditure may not exceed Total Income**, without needing to refer such adjustments back to the parent body of the school for approval.

Proposer: S. Wright Seconder: A. Williams

RESOLUTION 11: Auditors

The SGB may appoint auditors and registered financial service providers at its discretion if it best serves the school's needs.

Proposer: J. da Silva Seconder: Z. Mkheze

RESOLUTION 12: Educational Programme

It is resolved that the following schedules, which are attached as addendum to the budget, be accepted:

The language of learning and teaching is English.

English is offered as the first language, Afrikaans as the second language and IsiZulu as the second additional language.

The SGB has the authority to determine the range of extra-mural activities offered by the school.

Other subjects include Social Sciences, Natural Science, Mathematics, EMS, Technology, Creative Arts and Life skills or Life Orientation

The list of items/actions which fall outside of the school programme include:

- o Athletics

