



Founded in 1968

BRYNEVEN PRIMARY SCHOOL

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Bryanston
2021

Minutes of the BRYNEVEN PRIMARY SCHOOL

ANNUAL GENERAL MEETING

AGM was held on 11 November 2022 via webinar.

Minutes

- **Welcome**

Welcome and rules of engagement around asking questions was shared. No apologies. 203 participants at the start of the meeting logged onto the webinar.

Introduction of the SGB present
Liesl van der Walt – Chairperson
Malcolm Bam – Treasurer
Karina Jardim – Secretary

- **Adopt minutes of 2021 AGM and matters arising from the previous minutes**

Minutes of the 2021 AGM was adopted

Notice of AGM was circulated on 11 October 7th and 8th November updated the details of the meeting to allow more parents to attend

- **Chairperson's Report**

The Chairperson welcomed the parents, management and principal on behalf of the School Governing Body.

The reflected on key achievements, areas of continued focus including headwinds and shared some of the SGB's thoughts on the way forward for the remainder of their term.

Gratitude, thanks and acknowledgment was given to those who contributed and continue to contribute to the success of the school, special mention to:

- The teaching staff of Bryneven for their commitment to our children and school
- The management team, under the leadership of Mr Nakooda
- Parents who support the various initiatives and with special acknowledgement to the parents who make up the fundraising committee led by Ms Josephine Tshabalala, Tobias Goebel for his support with the Website project and Myles Byker for his support on the finance committee
- The School Governing Body



Highlights of 2022

A generator was purchased and installed in January, ensuring uptime during load shedding. The impact on the-day-to-day running of the school is significant. In hindsight the timing was great.

The SGB made a commitment in 2021 to ensure collaborative and modern leaning spaces for our learners. To improve engagement and learning we embarked on a modernisation pilot of the grade 6 classrooms (including roofing, painting, flooring, configurable desk, and fittings).

New website has just gone live, with special thanks to Mrs Wrathall and JP Christiany for updating the content. This is part of a multi-platform project to both improve communication between the school and parents and build brand externally. More phases of the project led by Ms Marina Hodgkinson will be shared and experienced in due course.

Headwinds 2023

These are the factors or events that slow down growth and cause negative effects on the revenue. Two factors were identified:

Decline in Grade R numbers, this is mainly due to a change in the online application process for Grade 1. Parents no longer see grade R as a sure way to enter Gr 1. The flow through of revenue is a concern and a focus area for the SGM and Management team.

Fee Collection is an area of concerns, especially those parents that are not able to pay school fees while enjoying all the benefits provided by the school system. This has a material impact on the school's ability to provide the best possible education to all its learners. This will be address through dept collection efforts.

The way forward for 2023

Grade R strategic project aimed at potential parents (Grade R and others) with the aim of marketing the benefits or our education, extra-murals, facilities and educators, this project is specifically addressing one of the Headwinds mentioned previously

Modernisation of Classroom strategic project funded by reserves to continue upgrading our school and improving our sports facilities and coaches.

Initiative to investigate opportunity and implication of introducing isiZulu as a first additional language. Meetings were held with educators and principals from other schools in the area to learn from their experience. Some of the practical implications which will have to be solved for is the additional classroom space, two additional teachers and purchase of additional textbooks. The biggest hurdle identified by one of the public schools offering isiZulu as a first additional language is the lack of this subject in the curriculum of secondary schools in our feeder area. Children are required to switch back to Afrikaans as a first additional language



with no to limited foundational knowledge of the language impacting them directly. It is the decision of the SGB to keep this on the agenda and to track the progress made by the broader system.

In closing the Chairperson reiterated how proud she is to be a parent of Bryneven Primary School and shared her excitement for the opportunities the school provide and will continue to provide for her child and all the learners.

- **Principals 's Report**

The principal welcomed all the parents, staff and SGB to the 2022 AGM for Bryneven Primary School. He reflected on the many challenges the school, teachers, learners, and parents have faced over the last two years with regulations around the Pandemic impacting our daily lives and how the world functions.

In South Africa the regulations have stated to relax with less mention of the virus occurring daily there were knock-on effects we had to deal with as a school. We had parents who didn't want their children to break the one-meter bubble to children who were not active during lockdown impacting performance on the sport field to the economic impact of the lockdown and the stress this has put on our collection of school fees.

We endured and the many achievements is a testament of the hard work and effort that the staff of Bryneven has put in over the last two plus years. Our teachers worked hard to maintain and exceed our high standards of education in the classroom, taking time to help those learners affected by long periods of inactivity to get them back on the sport field and achieve.

We are one of the few schools that still have some measure of regulations in place, especially around the collection of children in the afternoons. This is one of the areas we will be looking to change before the end of the year with prospects of allowing all parents into the school to pick up your child from the classroom. Based on our knowledge pre-covid this will create a parking nightmare with limited parking, we are looking for the best way to mitigate this and will provide further updates at a later stage.

Another effect from Lockdown and other events in our country was the interruption to the supply chain for most goods. The supply of uniforms was certainly affected by this disruption, but the situation has certainly improved since then. Our uniform suppliers have our required clothing in stock, this is one of the areas that I want our children to ensure that they are looking their best in the proper Bryneven School Uniform. This includes school shoes instead of wearing takkies everyday with the summer or winter uniform. We expect all learners to return to school in 2023 in their full school uniform with the appropriate hairstyle especially our boys. If you are able, I would certainly like to see all our children wearing a school Blazer especially when it comes to representing our school in any event be that sport, academic or culture.

We have a new sport kit that has been in circulation since 2020 with a new design, throughout this year we have mentioned that we would like all our teams to wear the new kit from next year. It is important to note the new kit negates the need to buy a different kit for different sport at the school, your child will have one kit for all the sport at the school. The old kit will not be allowed to be worn for any sport matches but can still be used for the practices.



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The school grounds have gone through a tough time with the wrong strength of chemicals being used to kill weeds resulting in bare patches, the new service provider will treat our grounds and the summer break will hopefully result in a lush looking field.

The SGB have also looked at ways to improve our efforts on the sport field, our education through collaborative education and upgrading our classrooms and increasing our marketing efforts to attract more families to our school. All of these efforts are towards making sure that we can provide your child with the best quality education, the school staff, teachers, management team and SGB strives to provide all round education for our children in a safe environment with the latest practices to improve our offerings and service in education.

Presenting achievement in academics, culture, and sport it is important to keep in mind that when we achieve at District level we compete against 15 districts with over 120 schools, Provincial achievements are against 2000 Public Schools in Gauteng and at National level we compete against 17 000 primary schools.

Academic achievements

- We have achieved at National level for all languages taught at Bryneven, we had top achievers in isiZulu, English and Afrikaans. Our isiZulu and Afrikaans learners competed against home language isiZulu and Afrikaans schools.
- We had two learners that finished 2nd and 3rd in South Africa in the National Public speaking competition with 4 of our learners finishing in the top 8 Nationally.
- We had two of our grade 3 learners finish first and second in the district Math Competition after which the winner moved on to Provincial level where he finished 3rd in Gauteng.
- Our Grade 6 & 7 learners participated in the Horizon Maths Competition, 16 learners participated with 4 of our learners placing in the top 50 and 1 in the top 25 out of more than 75 000 participants nationally and over 11 000 provincially.
- We had one grade 3 learners who participated in the District Life Skills Creative Arts competition, she placed 1st in the district and was invited to participate provincially
- The Natural Sciences department also fared well with 6 of our learners competing at district level with 4 of them placing 3rd, 2nd, and 1st in the district. One learner received an invite to compete at provincial level with results still to be published.
- We had a Gr 3 learners who finished at the District Champion in the Spell-a-thon.

We would like to congratulate all our learners, parents and teachers on these achievement and District, National and Provincial level.

Sports Achievements

We were excited to introduce e-sports into our offerings with Mr Bradley taking his Minecraft and FIFA teams to compete against other schools, we hope these early pioneers will pave the way for more participants going forward

The open Cricket and Netball teams did our school proud with their efforts in Montrose Night Challenge. Bryneven hosted the 6-a-side Soccer and Netball Tournament for the first time in years, we had 2 teams in the final for the Netball section, our soccer teams had one team in the final for every age group winning 4 out of 5 finals, securing the soccer trophy for our school. We had 5 of



our boys make the district soccer team as well as 3 of our girls being selected for JOMO trails for the district Netball.

We had our under 9 to 14 boys and under 11-14 girls participate in the Joburg KO Cup the largest tournament in Gauteng with school across Johannesburg competing. After the prelim rounds Bryneven had 3 boys and 2 girl team in the quarterfinals, the most out of any Public Co-Ed School in the competition. We finished as runners up in the under 12 boys' division and the under 11 girls team winning their final to be crowned the champions.

At the Bryanston soccer and netball tournament we had 2 of our netball teams and 3 of our soccer teams winning their divisions.

Individual Sports Achievements

- Srilekha in Grade 6 was chosen for the Central Gauteng Lions Provincial Team
- Salathiel and Nic was selected for the Regional Cricket team, we also had a few boys that was selected for the Far North Team and the NSSSC cricket teams
- TK and Brandon won the Bryanston High Spring Tennis Festival
- Zack in Grade 7 was selected for the Provincial Hockey team
- Sophie, Emily Thando, Allegra, Mmabatho and Milargro was selected as part of the Area team taking part in the female education of the Ken McHolm Festival
- Anneke, Sarah, Ncgobeko and Conor represented our school at the Cross-Country District Championships with Conor going on to Provincial level where he placed 4th
- Kirsthan, Yasthi, Elio and Suvarn represented Bryneven at the Go for Chess Championship where they won and walked out as the chess champions

Currently under 11 Cricket and Netball teams are competing in the Montrose Night Challenge where they are both unbeaten, we wish them all the best for the finals.

With an endless list of achievements on the sports field it is impossible to mention them all, we did however celebrate their success at the sports awards. We still have room for improvement and have identified a few areas to focus on with possible increase in morning and late afternoon training sessions. To ensure the success of our sport we need the buy in from our parents who need to bring their children to the practice session.

School Events, Culture and Community outreach projects

- The grade 7 learners had a wonderful opportunity to learn about the joys and pains of running their own business including profits and losses. We hosted a few events including but not limited to pyjama day, Valentine's Day, easer festival, world book day, Heritage Day and Mandela day.
- We had an amazing Movie night which was successful and thoroughly enjoyed by all.
- Bryneven's Got Talent was an event to remember with celebrity judges and brilliant performance by our learners. The winners were Atush with his guitar and Cloe and Jeanna with their gravity defying performance. The principal thanked Ms Josephine Tshabala and the fundraising committee for their tireless efforts to make these events a success, we look forward to the last event of the year.



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- We completed the Eistedfod with several learners from grade R-7 showcasing their confidence on the stage.
- The Grade 4 to 7 tours took place this in more than 2 years, these tours provide our children with the chance to receive an education in a different environment, where they learn about teamwork and interacting with nature. We were one of the few schools that took their children on tour this year.
- We are looking at introducing Robotics into our service offering, the DBE has identified coding and robotics as essential learning subjects to ensure that our children are prepared for the future. Bryneven identifies this trend a few years ago and are several years ahead compared to other schools in this space. We have recently purchased a few Cubriod kits which allows for building a number or different robots and code them into following a simple command

The principal thanked every single person that contributed to the success of Bryneven with thanks to the SGB for their hard work and sacrifice to ensuring the children at Bryneven receive the best quality education, the parents who work so hard to contribute to the school in many different ways, the management team who's always busy with the difficult tasks of maintaining the standards whilst dealing with the joys of unhappy parents and the admin and ground staff who work so tirelessly behind the scenes keeping the school running

- **Financial Report**

Executive summary

Firstly, thank you to Ms Sue Leahy (School Bursar) and Ms Candy Bell (Assistant school bursar) for the strong discipline and rigour with which they manage the school's finances. The school continues to receive strong praise from our auditors as well as GDE officials on how well the finances of the school are managed. Also, a big thank you to Myles Baker (a co-opted Parent member to the schools Finance Committee) for lending your expertise and support to the school. A big thanks to all of you for the work that went into the preparation and finalization of the 2023 budget.

2022 has been the first post-Covid year of 'normal' activity. Whiles our income has been under continued pressure, we have managed to contain our operating expenses. As a result, we expect to end the year with a small deficit. Our income has been under pressure due to three reasons:

- We have seen a small drop in pupil numbers (12) from grade 1-7 due to families emigrating or semi-grating.
- We have also seen a drop in pupil numbers for Grade R. This is due to the uncertainty around placement for grade 1 created by the implementation of the new online admissions system from the GDE. As a result, our Grade R was dropped from 4 classes to 3.
- We recognise that Covid lag effects and inflationary pressures have put additional pressure on everyone's finances.



Executive summary - Projects

Despite these headwinds, we have been able to start and execute some of the re-investment projects presented at last year's AGM, as shared by our chairlady. This is due to the strong surplus from previous years.

In addition to these projects, we went out to tender our grounds maintenance, hygiene, cleaning, and pest Control services: A total of 31 different service providers were invited to tender. Some could only provide one or two services; others could provide the full suite of service. We are pleased to note the FSG has been appointed for these services. They have started work at the school from 1 November last week. We have no doubt they will be putting significant energy into getting our fields back up to the standard we expect for the start of next year.

We have also gone out to tender and appointed new service providers for:

- The tuck shop, we had 4 service provider's tender. Café Flava a specialist catering and hospitality company has been appointed to provide the new tuck shop services for 2023. We are excited about their food offering for the children, parents, and staff members which you will be able to order via their App or at the tuck shop directly. We would like to thank Carol for the wonderful service she has provided to the school for many years. She will be missed by many, and we wish her all the best for her future endeavours.
- Aftercare, our current service providers (Club Engage) have been successful in being re-appointed for the next 3 years.
- In terms of school uniforms, we are pleased that the parents now have two supplier options from which to purchase school uniforms, both of which have a focus on service. Attache runs a shop on the school premises with additional shops at Benmore Gardens and Randburg Square. Rufaro has an on-line shop with home or school delivery. They also have a retail outlet in Ferndale.

2022 Income and Expenses:

As mentioned, our income has been under pressure. Our forecast for 2022 will be around 13.8% below what we budget for. While this is significant, thankfully we have also managed our expenditure accordingly.

Every year we have around 10% of parents who apply for exemptions. You will see as we go through the resolutions, these applicants go through a rigorous but fair review process. Unfortunately, there are another 10% of parents who have fallen behind in payment of school fees. I would like to remind all parents that Bryneven is a fee-paying school. School fees are a statutory duty in terms of the South African Schools Act. It is a debt that does not prescribe and both parents are obliged to pay. Any parents who fall behind and have not been granted exemptions, will be handed over to our debt collectors and be blacklisted. We will come after you, even if your children have left the school. Thus, if you are struggling, please contact our finance ladies to make arrangements and find out about the exemption process.

The GDE only pays for 29 of the 71 Staff members. And only contributes around R600 000 per annum to the school's annual operating costs. Mr Nakooda has shared numerous stories of this year's successes and highlights. I have no doubt that Bryneven is one of the top 1% of government schools within the country. I also know the opportunities and support given to the



children at Bryneven, compare favourably with very top private schools at a fraction of the cost. Our school's ability to strengthen our sporting, academic and cultural activities, and the re-investment in the infrastructure, all comes down to all parents playing their part in paying their school fees in full.

We are investing in improving our marketing and communication. Please do have a look at the new website that has been launched this week. Any feedback would be appreciated.

2023 Budget Executive Summary and focus areas:

Given the inflationary pressures on the school we have decided on a 7% Fee increase for 2023. This is on the back of a 0% increase in 2021 and a 4% increase for 2022. We have benchmarked our school fees against our competitor schools, who are all increasing their fees between 5 and 8% for 2023.

Each year, salary adjustments are negotiated between the GDE and the unions and the SGB matches this for all SGB appointed staff. This year staff have received an average 4,5% increase. In terms of our policy, the same increases are to be applied to all SGB staff except for those who are on a fixed term contract.

For 2023 we are budgeting for a 6% increase in staff salaries, wages, 38A's and extra remuneration for 2023.

We have incredibly dedicated and passionate teachers at the school, and we want to continue to retain and attract top talent.

For 2023 we will continue to improve our facilities: Three areas are:

- Classrooms we want to upgrade at least another 7 classrooms for 2023.
- We also want to convert the lower 3 tennis courts into a multi-purpose sports field, which will enable us to alleviate some of the traffic currently being placed on our soccer field. Learners will be able to practice, soccer, hockey, netball, and tennis on this surface. The biggest benefit will be seen with the hockey as most matches are played on an Astro type surface these days.
- Similarly, we want to improve the lighting on our sport fields to enable the school to host more exclusive night-time sporting and fundraising events.
- We aim to improve the sports coaching offered at the school for 2023 to professional level 2 qualified coaches for Netball, Swimming, Cricket, Hockey, and Tennis.
- Swimming, we are partnering with Zogs swim school to elevate our swimming offering at the schools. Grade 1's will receive lessons during PE in term 1 and 4 to ensure all our learners are water safe and that they have a strong foundation for their later years.
- We are also looking to improve our Grade R offering within the school to attract more learners. Please watch our school newsletters for more information to come.

School Fees for Grade 1-7 are increased to R39 556 per annum or R3 596 per month over 11 months. This a R2 596 per annum increase or R236/month increase.

School fees for Grade R are increased to R56 320 per annum or R5120 per month over 11 months. This is an increase of R5 120 per annum or R335 per month.



Salaries, Wages, 38A's and Extra Remuneration is budgeted for R22,1million which allows for a 6% increase.

As mentioned, we have had to tighten the budget based on the realities of our reduction in pupil numbers and the reduction we have seen in income. Our budgeted income for 2023 is R31million. This is a 2.7% decrease from the 2022 budget. Similarly, our budgeted expenditure for 2023 in R3.1m also 2.7% down from the 2022 budget.

Reviewed the summarized 2022 income projection and 2023 Budget.

The summarized 2022 income projection and 2023 budget just shows a little more detail to these points already mentioned. We are on a drive to improve our income through investment in our marketing and improved services offered at the school.

Just a few call outs:

- Fundraising: Josephine Tshabalala and her team have been organised some fantastic events and activities for fundraising this year. A big thank you to all who have participated and contributed to these fundraising events. We have no doubt that next year we will see even more events to contribute to our fundraising calendar.
- Advertising and Rental Income: Our advertising and rental income has been slightly down as a lag effect from COVID. We expect this income to recover next year in line with new service agreements which have been put in place. We are also inviting all parents who have companies or would like to advertise their services on or around our school premises, to please submit expressions of interest. We have great visibility especially on the corner of Ballyclare and St Audley Roads and we would like to formalise and advertising board in this location.

Reviewed the 2022 income and expenditure statement

- Similarly, you can see more detail on how we managed to contain our expenses in line with our income this year and we have tightened the budget for next year by 2.7%. As mentioned, we are expecting to see a slight deficit of R100k for 2022.
- Building and Site projects: You will notice, the 2023 budget for Building and Site projects and the actual forecast for 2022 is significantly lower than the 2022 budget, as these projects have been funded out of previous years surpluses.
- Building and site maintenance: We expect this to be relatively flat on the 2022 budget amount. While higher than our 2022 forecast this is due to inflationary pressure.
- Salaries and Wages we have discussed, and these have been adjusted to be in line with our actual forecast for this year.
- Educational Aids and extra mural expenses are flat on budget vs budget comparison. However, you will see it is significantly higher than our 2022 forecast. This is because we will be spending more money next year to enhance our sports offering as mentioned.
- We are not forecasting a surplus for next year

Projects for 2022

- We want to refurbish a further r7 classrooms (incl. flooring, painting, lighting)
- We want to install a new multi-purpose sports field and upgrade the lighting.
- We will be increasing the number of lockers available.
- Structural repairs to corridors: Progress has been made with the DPW.
-

Summary of key priorities:

- We will continue with disciplined revenue management and tight control on bad dept through our strict (yet fair) school exemption process
- A strong marketing agenda - attract new learners
- Increased Grade R offering - attract new learners
- Improved communication and launch of new website
- Improved sports coaching
- Re-investment in school facilities for next 50 years
- Strong hiring practices, talent identification and retention
- Opening up advertising opportunities around the school

Questions and answers:

Q - Numerous questions were raised with regards to isizulu ranging from including the language as a first additional language with children choosing between Afrikaans and isiZulu, to potential extra mural lessons.

A - The principal and Chairperson reiterated the initiative to investigate opportunities and potential implications of introducing isiZulu as a first additional language. Meetings were held with educators and principals from other schools in the area to learn from their experience. Some of the practical implications which will have to be solved for is the additional classroom space, two additional teachers and purchase of additional textbooks. The biggest hurdle identified by one of the public schools offering isiZulu as a first additional language is the lack of this subject in the curriculum of secondary schools in our feeder area. Children are required to switch back to Afrikaans as a first additional language with no to limited foundational knowledge of the language impacting them directly. It is the decision of the SGB to keep this on the agenda and to track the progress made by the broader system.

Q- Are foundation phase learners (grade 1-3) expected to wear a blazer?

A - It is not compulsory for Gr1-3 learners to wear a blazer, if they have one, they can wear it to school and sports events

Q- There is no mention of early payment discount?

A - There is a 6% discount for early payment.

Q- Can we get the results of the polls? For, against and abstain?

A - It is included in the minutes (see below)

Q- What is the reason for changing the auditors and is this wise to change it to an unknown entity? If the auditor proves to be unfit, is there legal wiggle room to replace the firm or is the 3-year term binding?



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- A - It is part of the school's governance process to review all service providers every 3 years. We can certainly change auditors or any service provider if they do not perform.
- Q- Please may we be updated on the solar? Is this dependent on DPW remedial work?
- A - We are waiting for the DPW to repair roofs before we install Solar.
- Q - Under which learning area do the proposed "robotics and coding" fall?
- A- NSTech
- Q- Two questions were asked about aftercare: a) The amount of service providers that tendered, b) looking into alternatives for aftercare b looking for alternative aftercare providers, c) the process for " going out" to look for service providers
- A - We contacted over 27 surrounding schools and aftercare service providers to identify and invite aftercare service provider to respond to our tender process. Unfortunately, only two were interested of which one was Club Engage. The second service provider pulled out of the process 2 days prior to the scheduled Presentation. The panel consisting of 2 parents (not SGB members) an SGB Parent member, Bryneven Procurement, Bursar and Principal decided to continue with the Club Engage presentation. The panel had two options: close down aftercare or continue with Club Engage. During the presentation Club Engage addressed all the issues raised by parents in the survey e.g. Lunch and homework supervision. The panel agreed to continue with club engage with continuous involvement from the SGB and School Management team to address any issues and ensure quality care for our learners from the aftercare provider.
- Q- Will parents receive a copy of the audited financial statements?
- A - All audited financial statements are available for the parents to review in the Finance Office
- Q- In 2019, BE Minister announced that the Council of Education Ministers had agreed to introduce Kiswahili as a subject in South African Schools. Is this in coming soon to Bryneven?
- A - We will take our guidance from the Department
- Q - Is that a fair process where only the chairperson and treasurer play judge and jury for the exception of school fees?
- A - We follow the process stipulated in "The Exemption of Parents from School Fees Regulations" (as amended in Government Gazette 39392 of 17 November 2006). There is a rigorous process which the school needs to follow. All applications also are sent the GDE for review.
- Q- How does the fee exemption work
- A- Parents need to engage with the finance office and complete an application process. This is then reviewed based on guidelines from the GDE.
- Q- Does the school supply iPad if parents are unable to afford one?
- A- Should the parent not be able to afford a tablet, the school has a limited number of tablets to loan to pupils in need. This is typically for children of parents who have applied for exemption.
- Q- Will the presentation be shared with the attendees?
- A - We will distribute the minutes of the meeting
- Q- Which bank do the school bank with?
- A- The school currently banks with FNB. We did do a review of interest rates offered from the different banks on investment accounts earlier this year and FNB does offer the highest interest rate.

• **Resolutions**

Resolutions were voted on through an electronic polling system.

Resolution 1

It is resolved that:					
<ul style="list-style-type: none"> The Budget for 2023 as tabled, which reflects the estimated cumulative effect of established trends of non-payment and of the total, partial or conditional exemption likely to be granted to parents in terms of the Regulations, is approved. That shortages in certain budget areas may be supplemented by surpluses in other areas, is approved. 					
YES	149	NO	4	ABSTAIN	4
APPROVED					

Resolution 2

It is resolved that:					
Public school fees are a statutory duty in terms of the South African Schools Act, No 84 of 1996. School fees be determined and charged by the school.					
School fees for the 2023 year shall be:					
Gr R		R 56 320 per learner			
Gr 1 – 7		R 39 556 per learner			
YES	143	NO	6	ABSTAIN	6
APPROVED					

Resolution 3

It is resolved that:					
A discount of 6 % (R2 373) be offered if school fees are paid in full by 31st January 2022. This discount only applies to Grade 1 – 7.					
YES	156	NO	6	ABSTAIN	2
APPROVED					

Resolution 4

It is resolved that:					
Arrangements for the payment of school fees shall be as follows:					
<ul style="list-style-type: none"> As school places are allocated for the full year in advance, school fees are payable in full at the start of the academic year and are due on the day on which the learner takes up the place at the start of the year. In order to accommodate the income flows of both schools and parents, the school allows for certain alternate concessions around the payment of fees. Per the concessionary arrangements, the school will accept payments in one of the following ways: 					
It is resolved that:					



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<p>Grade R Fees are payable in full by 31st January, in which case an amount of R56 320 is payable Or One-eleventh of the annual fee is payable on the first working day of every month, Jan-Nov, being R5 120. Grade 1-7 fees are payable in full by 31st January, in which case an amount of R39 556 is payable Or One-eleventh of the annual fee on the first working day of every month, Jan-Nov, being R3 596.</p> <ul style="list-style-type: none"> • In the event that one of these options is not exercised by 1st February and the relevant payment, and all subsequent payments made per such option: • The annual fee becomes immediately payable, in full and the school reserves the right to initiate actions to recover the full amount outstanding. 					
YES	145	NO	13	ABSTAIN	7
APPROVED					

Resolution 5

<p>It is resolved that: Payment of school fees is a statutory duty and not a voluntary agreement, particularly not a credit agreement as defined in terms of the National Credit Act No 34 of 2005.</p>					
YES	155	NO	1	ABSTAIN	2
APPROVED					

Resolution 6

<p>It is resolved that: The <u>criteria</u> for the total, partial or conditional exemption of parents, who are unable to pay compulsory school fees, be determined in accordance with the criteria set out in <i>The Exemption of Parents from School Fees Regulations (as amended in Government Gazette 39392 of 17 November, 2006)</i></p> <p>It is resolved that the following procedures will apply:</p> <ul style="list-style-type: none"> • A parent who wishes to be exempted from the payment of school fees for a child at Bryneven Primary School, shall apply annually in writing by completing the relevant forms provided by the school and returning the forms to the school within 7 working days of receiving the forms. • The parent shall attend an interview with the school Bursar, if necessary. • The Chairperson and the Treasurer will evaluate each application by applying the relevant legislation and regulations before granting or declining an application. 					
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- Applicants will be informed in writing, by the SGB of the outcome within 30 days of the parent lodging the application, provided that all relevant documentation was submitted with the application.

YES	159	NO	2	ABSTAIN	6
APPROVED					

Resolution 7

It is resolved that:

- The SGB be authorized to make payments to state-employed (GDE) members of staff in terms of Section 38A of SASA.
- That the sum allocated towards Section 38A payments and SGB extra remuneration as reflected in the budget as tabled, be approved.

YES	149	NO	5	ABSTAIN	8
APPROVED					

Resolution 8

It is resolved that:

All Parents/Legal Guardians pay for all supplementary workbooks and resources, exercise books, stationery, uniforms and educational tours for 2023, additional to the school fees and are not subject to the exemption application.

YES	149	NO	7	ABSTAIN	4
APPROVED					

Resolution 9

It is resolved that:

Bryneven Primary School Governing Body appoint:

Audit Company: BN Jooste and Co

Audit partner: Jeff Pierce

SAICA No: 00212274

as the Bryneven Primary School auditors for 202~~2~~³.

YES	132	NO	3	ABSTAIN	20
APPROVED					

Resolution 10

It is resolved that:

Resolutions presented and approved by a clear majority of Parents/Legal Guardians present at the Annual General Meeting will be binding on all Parents and/or Legal Guardians of pupils at Bryneven Primary School during 2023.

YES	146	NO	4	ABSTAIN	4
APPROVED					

Resolution 11

It is resolved that:

The following academic learning areas are included in our school programme and are covered by school fees charged.

Foundation Phase

- Home Language (English)
- First Additional Language (Afrikaans)
- Second Additional Language (isiZulu)
- Mathematics
- Life Skills

Educational day tours are included in the Foundation Phase.

Intermediate Phase

- Home Language (English)
- First Additional Language (Afrikaans)
- Mathematics
- Natural Science & Technology
- Social Sciences
- Life Skills
- isiZulu

Senior Phase

- Home Language (English)
- First Additional Language (Afrikaans)
- Mathematics
- Natural Sciences
- Social Sciences
- Economic and Management Sciences
- Technology
- Life Orientation
- isiZulu
- Creative Arts

YES	142	NO	3	ABSTAIN	7
APPROVED					

Resolution 12

It is resolved that:

- All extra-murals and tours are voluntary.
- Aftercare is not part of the school program. It is offered on a voluntary basis at an extra cost.

YES	143	NO	3	ABSTAIN	2
APPROVED					



Founded in 1968

Minutes of Bryneven Primary School AGM 2021

Resolution 13

It is resolved that:

The school be permitted to operate a current account as well as an investment account (call account) with a bank registered in South Africa.

YES	144	NO	1	ABSTAIN	3
APPROVED					

• Closing remarks

Any question that was not answered will be answered via further communication.

On behalf of the SGB we want to say thank you for your participation and the active engagement.

Huge thank you to the technical team who made the webinar possible today

The chairperson thanked everyone for their time and their input towards the school.

Chairperson

Secretary

Date

Date