



KIRSTENHOF PRIMARY SCHOOL GOVERNING BODY

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Chairman : Mr James Pickering

18 August 2010

Dear Parents

As this is the first *Governing Body* newsletter of the year, I thought I would start by outlining the function of your *School Governing Body* for the benefit of those new parents to the school and also as a reminder for those parents like myself who have been around for a little while.

Each school has a governing body made up of parents, teachers and administration staff. The parents are voted onto the *SGB* by the parent body as a whole. Every parent with a child at the school is eligible to vote and every parent can stand as a member. The governing body as a whole is elected every three years. In the meantime, bi-elections have to be held when a parent's child leaves the school and they are no longer eligible to serve on the *SGB*. The parents who currently serve on the *SGB* as elected by you the parents are detailed below together with the remaining body members.

James Pickering - Chairman - Parent - james@paladin.co.za
David Lambrick - Treasurer - Parent - david.lambrick@liblink.co.za
David Loebenstein - Parent - David@promoconnection.co.za
Jacqueline Smith - Parent - jacqusmith@telkomsa.net
Caeleen Holmes - Parent - caeleenh@telkomsa.net
Clive Barham - School principal
Donald Wilson - Vice principal
Debbie Langford - Educator representative
Sheila Neumann - School bursar

Ok, but what does the *SGB* actually do?

The *SGB* has many responsibilities, some of which follow.

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The SGB is responsible for the overall financial management of the school. As some of our older parents will know, the Western Cape Education Department (WCED) supply approximately 40% of our teaching staff and a small grant of +/- R50 000 per annum. Everything else, including salaries for the balance of the teaching staff, office staff, maintenance staff, rates, water, electricity, sports equipment, stationary, etc. etc are paid for from school fees. As you can imagine, it is similar to running a small business. A meticulous expense budget is produced each year and the school fees are set to cover that budget. We are fortunate that by good financial planning, we have been able to maintain school fees at a reasonable level and each year manage to cover our expenses (just!). On top of that, we have our PTA who raises funds to allow us to undertake major projects. This year has seen the demolition of our aged and crumbling aftercare pre-fab buildings to be replaced with a brand new brick facility. The building work goes on at a pace and should be completed by the end of this term (weather permitting).

The SGB is also responsible for the appointment of teachers, setting school policy, including admission policies, dress codes, and codes of conduct. This should not be confused with the day to day running of the school as this remains the province of the principal and his staff. The SGB also acts as a forum for the parents and parents are encouraged to present any ideas they may have for improving the image of the school or the manner in which the school is run as a whole to any member of the SGB. The SGB meets on a monthly basis and all suggestions are discussed. It may not always be possible to implement some of the suggestions for any number of reasons, but all suggestions are still welcome. An example would be your SGB recently approving the new sports shirts which I think all parents would agree are quite stunning.

Yours sincerely



JAMES PICKERING
CHAIRMAN
KPS GOVERNING BODY

CLIVE BARHAM
HEADMASTER