



## SCHEDULE 4: NOTICE OF ELECTION AND CALL FOR NOMINATIONS

An election is to be conducted to determine members of the School Council of Ivanhoe Primary School.

Nomination forms can be obtained from the school office or downloaded from COMPASS from 29/01/2024 and must be lodged by 4.00 pm on 09/02/2024. The ballot will close at 4.00 pm on 23/02/2024. Nomination forms are available in several languages.

**\*A nomination form can be emailed on request.** There are two types of nomination forms for parents. Form 3 is a self-nomination form. Form 4 is a parent nomination form where you nominate another parent (with their endorsement). **Nomination forms will also be available in the first issue of *Inside Ivanhoe*** (Online Newsletter).

Following the closing of nominations, a list of the nominees will be posted on the COMPASS portal on 12/02/2024.

The terms of office, membership categories and number of positions in each membership category open for election are attached:

MEMBERSHIP CATEGORY	TERM OF OFFICE	NUMBER OF POSITIONS
Parent member	From the day after the date of the declaration of the poll in 2024 to and inclusive of the date of the declaration of the poll in 2026.	5
DET employee member	From the day after the date of the declaration of the poll in 2024 to and inclusive of the date of the declaration of the poll in 2026.	2

Further information.

If there are more nominations than there are vacant positions, an election will be held, and a vote will be conducted. **Remember closing date for nominations is Friday 9<sup>th</sup> February 4pm. You can self-nominate or be nominated.** If an election is called nominees will be encouraged to submit a short bio about themselves (no more than 250 words) which will be published in the school newsletter on the 15/02/2024.

Voting slips will be made available to all eligible voters on 16/02/2024.

The ballot will close at 4.00 pm on 23/02/2024. The community will be informed of the successful candidates on the 26/02/2024 and the first meeting of Ivanhoe Primary School Council will be at 6.30 pm Wednesday 28<sup>th</sup> February 2024.

Note that School Council meetings usually commence at 7pm but the first one commences early to consider nominations for casual vacancies to be filled.

If the number of nominations is less than the number of vacancies, a notice to that effect and calling for further nominations will be posted in a prominent position at the school and communicated on COMPASS.

If you have questions regarding the positions or the process, please feel free to contact me on 9499 1880.

Mark Kent  
Principal