

MINUTES OF THE ANNUAL GENERAL MEETING OF PARENTS OF THE GLEN HIGH SCHOOL: 2023



DATE	: 26 October 2023	
TIME	: 18:15	
VENUE	: School Hall	
ATTENDANCE REGISTER: The parents present signed the attendance register.		
APOLOGIES: None received.		
THE AGENDA:		
<ol style="list-style-type: none"> 1. Welcome 2. SGB Chairperson's Report (Mr Mhlambo) 3. Principal's Report (Mrs C. Nel) 4. SGB Treasurer's Report (Ms Ntaopane) 5. Questions and Answers 6. New Budget 7. Resolutions 		
1.	<p><u>WELCOME:</u></p> <p>Mrs Nel welcomed all the parents present in the hall.</p> <p>A quorum of Parents was not present at the meeting of 23 October 2023 and therefore this second meeting was convened on 26 October 2023. A quorum is not required.</p> <p>Mrs Nel put up the agenda. Then explained that the various reports will be presented and then questions will be answered and then the New Budget for 2024 will be discussed. This year the voting on the resolutions would be done via parents' cell phones electronically.</p> <p>Mrs Nel handed the meeting over to Mr Mhlambo.</p>	CN
2.	<p><u>CHAIRPERSONS REPORT MR MHLAMBO:</u></p> <ul style="list-style-type: none"> • Academic: <ul style="list-style-type: none"> – Bursaries awarded – Extra – curricular: <ul style="list-style-type: none"> – Soccer: 15, 16, 17, 19 – school leagues – Athletics: South Africa championships – basketball: Tshwane league – Pageants: Mr & Miss TGHS – Council of learners & leadership • Income: <ul style="list-style-type: none"> – School fees paid & collected – Collections & write-offs – Rentals • Expenditure: <ul style="list-style-type: none"> – Learner needs: academic & extra-curricular – Educators & non-teaching staff – Infrastructure & premises – Statutory expenses 	ZM

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- Admission of learners
 - Total: 1177
 - Current: 1175
 - Projected for 2024: 1230
 - Impact of increase
 - Class size: learner – teacher ratio
 - Physical structure
 - Infrastructure
 - Income
- Educator:
 - SGB appointments
 - GDE appointments
- Non-teaching staff:
 - SGB appointments
 - GDE appointments
- Coaches & mentors
 - Basketball, netball, soccer, cricket, swimming
- Infrastructure
 - Grandstand
 - Ablution facilities
 - Additional classrooms
 - Tuck-shop
 - Perimeter fence
- Maintenance
 - Day-to-day
- Security
 - Access control
 - Internal patrol
 - Drop off zone
- Safety
 - Support committee
 - Collaboration with casino
 - Saps, GDE & community - 2024
- Discipline
 - Predominantly male learners
 - Substance abuse
 - Psycho-social support provided
- Mentoring
 - Emotional wellness discussions
 - Time management & academic balance
 - Self-worth assessment

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3.	<p><u>PRINCIPAL'S SCHOOL REPORT</u></p> <p><u>Admissions:</u> Admission numbers are as follows:</p> <table style="margin-left: 40px; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"></th> <th style="text-align: center;"><u>2023</u></th> <th style="text-align: center;"><u>2022</u></th> <th style="text-align: center;"><u>2021</u></th> <th style="text-align: center;"><u>2020</u></th> </tr> </thead> <tbody> <tr> <td>Grade 8 245</td> <td style="text-align: center;">233</td> <td style="text-align: center;">247</td> <td style="text-align: center;">211</td> <td></td> </tr> <tr> <td>Grade 9 237</td> <td style="text-align: center;">235</td> <td style="text-align: center;">206</td> <td style="text-align: center;">249</td> <td></td> </tr> <tr> <td>Grade 10 241</td> <td style="text-align: center;">207</td> <td style="text-align: center;">246</td> <td style="text-align: center;">221</td> <td></td> </tr> <tr> <td>Grade 11 212</td> <td style="text-align: center;">247</td> <td style="text-align: center;">209</td> <td style="text-align: center;">227</td> <td></td> </tr> <tr> <td>Grade 12 <u>240</u></td> <td style="text-align: center;"><u>197</u></td> <td style="text-align: center;"><u>220</u></td> <td style="text-align: center;"><u>207</u></td> <td></td> </tr> <tr> <td>Total</td> <td style="text-align: center;">1175</td> <td style="text-align: center;">1119</td> <td style="text-align: center;">1128</td> <td style="text-align: center;">1115</td> </tr> </tbody> </table> <p>All public ordinary schools in Pretoria East are high-pressure schools with demand for placement far exceeding available capacity. This means that more learners are being placed at the school each year in order to fulfil the government's mandate to provide education to the children in the country. Currently, The Glen's applications for placement for grade 8 for 2024 is as follows: Total number of applications received: 1415 Offers sent out to parents: 323 Placements as at 18 October: 235</p> <p>The number of learners that leave the school in grades 9 – 11 each year is generally small. To date, only 7 learners have not been re-registered for 2024. At this stage, 174 new applications for the in-between grades have been submitted for placement for 2024, and because of the limited attrition of existing learners only a small number of these will be successfully placed.</p> <p><u>Staffing:</u> <u>Post Provisioning 2024:</u> We have received the GDE's post provisioning for 2024 which indicated that we will qualify for the following posts:</p> <table style="margin-left: 40px; border-collapse: collapse;"> <tr> <td colspan="2">3 Administrative Assistants and 6 General Assistants</td> <td></td> </tr> <tr> <td style="padding-right: 10px;">1</td> <td style="padding-right: 10px;">-</td> <td>Principal</td> </tr> <tr> <td style="padding-right: 10px;">2</td> <td style="padding-right: 10px;">-</td> <td>Deputy Principals</td> </tr> <tr> <td style="padding-right: 10px;">7</td> <td style="padding-right: 10px;">-</td> <td>HODs</td> </tr> <tr> <td style="padding-right: 10px;">28</td> <td style="padding-right: 10px;">-</td> <td>Educators</td> </tr> <tr> <td colspan="2"></td> <td style="font-size: 3em; vertical-align: middle;">}</td> </tr> <tr> <td colspan="2"></td> <td>38 Educator posts</td> </tr> </table> <p>During 2023, the SGB employed an additional 26 educators taking the teaching staff to a total of 62. Other staff employed by the school: 6 Administrative Assistants, 2 Counsellor, 2 IT Support Staff, 3 Discipline Support Staff, 1 Nurse, 1 Tuckshop Convenor, 1 Sports Administrator, 1 Facilities Manager and 11 General Assistants.</p> <p>There has been a number of staff changes during the 2022/2023 period. I would like to thank the following members of staff for their dedication to education and for their positive contributions to The Glen High School:</p> <table style="margin-left: 40px; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">Mr Manyasha</td> <td style="padding-right: 20px;">-</td> <td>Promoted to Pta Secondary as Principal</td> </tr> <tr> <td>Ms Phasha</td> <td>-</td> <td>Promoted to District as Subject Specialist</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td>Ms Roestorff</td> <td>-</td> <td>Retired</td> </tr> <tr> <td>Mrs C. 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Ms Rambau	-	Physical Sciences Teacher
Mrs Crawford	-	History, LO & Social Sciences Teacher
Ms Magwai	-	Consumer Studies Teacher
Ms Moreti	-	Receptionist
Ms Mbonambi	-	Discipline Dept
Ms Sekgala	-	Counsellor
Mr Skhosana	-	General Assistant
Mr Mbori	-	General Assistant

I would like to thank the members of the SGB interview committee for the major role they have played in the selection, interviewing and appointment of all the replacement staff.

Academic Activities:

Congratulations to the grade 12s of 2022. The grade 12 pass rate increased from 95,89% in 2021 to 96,44% in 2022 with the percentage bachelor passes remaining at a confident 62%

Pass Rate	=	96,44 %
Bachelor Passes	=	62,1 %
Diploma Passes	=	31 %
Higher Cert Passes	=	6,89 %

A special word of commendation is extended to:

Qasim Bhyat who passed his matric examinations with SEVEN DISTINCTIONS.

Karabo Moeletsi obtained SIX DISTINCTIONS

Tshiamo Lepolesa and Mveli Mothapo obtained FOUR Distinctions each

Matteo Perugia and Tamara Iroegbu obtained THREE Distinctions each.

Subject	2022 Subject Average (%)
English	57,88
Afrikaans	58,67
Sepedi	59,68
isiZulu	68
Maths	42,26
Math Lit	55,34
History	60,98
Business Studies	53,15
CAT	46,56
IT	62,06
Visual Arts	67,17
Accounting	53,59
Tourism	62,92
Life Sciences	49,23
Physical Sciences	53,34
Consumer Studies	56,56
Life Orientation	61,38
Geography	53,61

Grade 12 results for the past five years:

	2018	2019	2020	2021	2022
% pass rate	97,2	98	93,65	95,89	96,44
% Bach passes	60,77	57,65	59,89	62,38	62,1
No of failures	5	4	13	9	7

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2022 ACADEMIC RESULTS

The overall pass rate for Grades 8 – 11 was 97,93%

Grade	% pass
8	96,6 %
9	99,6 %
10	97,6 %
11	98%

Academic Report 2023

Percentage Pass Rates

Grade	Term 1 2023	Term 2 2023	Term 3 2023	Term 1 2022	Term 2 2022	Term 3 2022
8	63,9	59,8	61,2	43,97	71,8	73,8
9	49,6	52,8	62,9	65,1	70	72,7
10	95,4	88,7	90	92,75	84,9	88,4
11	93,9	88,8	91,5	94,67	87	94,3
12	96,3	82,9	89,6	94,97	87,9	84,8

Our teachers are working exhaustively to drill content into many learners who have lacklustre approaches to their academic success.

Learner Attendance

Learner Attendance Statistics for 2023

Grade	Term 1 % Attendance	Term 2 % Attendance (Exam term = learners absent when not writing)	Term 3 % Attendance
8	94%	85%	95%
9	92%	84%	88%
10	91%	78%	93%
11	88%	78%	90%
12	90%	78%	69% (prelim exams)

The learner absentee trend shows that as learners progress to higher grades, they absent themselves from school more often. This is a worrying feature, because these learners need to maximize contact time with their teachers in order to benefit academically and be well prepared for assessments.

It is a well-known fact that learners who absent themselves from school and/or arrive late on a regular basis, lose out on valuable teaching and learning. These losses have a negative impact on academic results that cause major gaps in learners' knowledge.

Parents, please do not entertain willful absenteeism.

E. Sports Report

This section of the Principal's AGM report has been prepared and submitted by Mr. Monyamane, the school's sports administrator.

Cross Country

We had an exceptional Cross-Country Season, marking Cross Country as one of our elite sports. Our athletes performed admirably and represented the school brilliantly throughout the season. Firstly, we embarked on our inaugural Cross-Country Tour to Cape Town to participate in the Two Oceans Marathon, which took place on April 16, 2023. A group of ten learners traveled to Cape Town to compete in the 21.1km race. Notably, Sibusiso Jiyana, one of our runners, achieved a remarkable top 5 placement in his age group, earning him a prize for his outstanding performance. Subsequently, we participated in the ABSA Run Your City race 2023. Ten learners took part in this event, which marked a significant milestone for our school as we were invited to compete in this inaugural race hosted by Tshwane. One of our athletes achieved a top-10 finish in their age group on race day.

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Our school also entered the team in the Gauteng North Secondary School Cross Country competition, in which 48 schools competed during 2023. As newcomers in the B league, we secured the second position overall. Notably, eight of our learners received recognition for being in the top 5 in their age category. Out of the 48 participating schools, our school was ranked among the top 20.

Two of our learners, Katleho Shabalala and Vuyolwethu Motha, qualified to compete in the South African Championships for Cross Country in Port Elizabeth. These two athletes proudly represented our school in their Athletics Gauteng North colours.

Five more of our learners were selected to participate in the ASA (Athletics South Africa) 5km Champs held at NASREC in Johannesburg. These athletes also competed in their AGN (Athletics Gauteng North) colours and represented our school with distinction.

We also competed in the AGN (Athletics Gauteng North) Cross Country League during the second term. Throughout the year, we participated in various road races, competing against different clubs affiliated with AGN (Athletics Gauteng North). We are wrapping up the year with our last race scheduled for Saturday, October 28, 2023.

Basketball

This year, we registered seven teams and participated in two leagues. Starting in April, we joined the Pretoria Schools Basketball League, playing matches until early June. Each of our teams played approximately 15 matches. Unfortunately, we were unable to complete all our matches, resulting in none of our teams qualifying for the playoffs held at St Mary's DSG.

In addition to the Pretoria Schools Basketball League, we also competed in the Tshwane Junior Basketball League. This league provided our learners with valuable exposure as we faced teams from Bronkhorstspuit, Soshanguve, Hammanskraal, and other areas.

The playoffs for the Tshwane Junior Basketball League are scheduled for November 4th and 5th, 2023, at the University of Pretoria. As it stands, our U14 boys are undefeated in six matches and are set to make the playoffs. Our U14 girls, U16 boys, and U16 girls are also likely to secure playoff spots. Although we are in the process of building a first boys' team, they did not make the playoffs. Our U19 girls' team, competing in the Women's Division, has faced strong opponents like TUKS, TUT, Celtics, and other prominent women's teams in Pretoria. While the girls have experienced some losses, the lessons and experiences gained are invaluable as they approach their last three matches.

This year, we completed our first basketball tour to Pietermaritzburg, representing a significant milestone since the onset of the pandemic. We took 11 girls to the Pietermaritzburg Girls' High's Val Fowler Basketball Tournament, where they performed remarkably, finishing 5th in the 2nd Division.

Soccer

In the Pretoria Schools Soccer League, we registered six teams this year, with two teams per age group except for the U17s and U19s, which each had one team. Each team played nine matches, and the results were as follows:

- U14A: 4th in the league.
- U14B: 7th in the league.
- U15A: 3rd in the league.
- U15B: 4th in the league.
- U17A: 3rd in the league.
- U20A: 5th in the league.

In the third term, we also participated in two leagues. The Magalies Soccer League, held every Thursday, featured only two divisions: U15 and U19. After each team played seven matches, the results were as follows:

- U15: 5th in the league.
- U19: 4th in the league.

We also took part in the Centurion/Pretoria Schools Soccer League, which consisted of five divisions. This league served as a development platform as we aimed to build teams for the Super League in 2024. The results for this league were as follows:

- U14 boys: Position in the league.
- U15 boys: 5th in the league.
- U16 boys: 2nd in the league.
- 2nd team: 2nd in the league.

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- 1st team: 2nd in the league.

During the April school holidays, our U15 and U17 teams went to Bloemfontein to participate in the Brebner High School Soccer Tournament. This marked our first soccer tour since the pandemic, with 35 boys and four staff members traveling to Bloemfontein for this prestigious tournament.

Girls Soccer

This year, we entered one team in the league, although we had the numbers to field two teams.

Challenges in finding suitable coaches for our girls led us to experiment with two coaches: one for the U19 girls and the other for our U16 development side, which only played friendlies.

Our development team played five matches, securing one win, enduring two losses, and achieving two draws. Meanwhile, our U19 team, competing in the JVW Pretoria Girls Soccer League, displayed talent that emerged more prominently towards the end of the league. Despite performing well, they faced difficulties in scoring goals. The U19 team played nine matches, with three draws, three losses, and three wins.

Netball

Our netball program enjoyed a successful year, starting with a Netball Tour to Durban in the April Holidays. The first team girls participated in the Hillcrest High Schools' Sports Festival, spending a total of seven days in KwaZulu Natal.

In the Pretoria Schools' Netball Diamond League, our netball program fielded nine teams, achieving impressive results:

- U14 A and B teams finished 3rd in the league, with a combined record of 8 wins and 4 losses.
- U15 A and B teams finished 2nd in the league, with a combined record of 9 wins and 3 losses.
- U16 A and B teams finished 4th in the league, with a combined record of 6 wins and 6 losses.
- U17A team finished 3rd in the league, with 7 wins and 3 losses.
- U19 A and B teams finished 3rd in the league, with a combined record of 9 wins and 3 losses.

General

This year has posed numerous challenges for the sports department. Reintroducing sports tours after a three-year hiatus proved to be a significant challenge, but we persevered and successfully provided our learners with much-needed exposure. Although our overall numbers remained relatively consistent compared to the previous year, we witnessed a substantial increase in the consistency of learners attending practice sessions. The number of participants for each sport code, compared to 2022, is as follows:

- Boys Soccer: 2022 - 144, 2023 - 133
- Girls' Soccer: 2022 - 28, 2023 - 33
- Boys Basketball: 2022 - 27, 2023 - 40
- Girls Basketball: 2022 - 21, 2023 - 25
- Netball: 2022 - 52, 2023 - 60
- Cross Country: 2022 - 30, 2023 - 25

We made a concerted effort to play as many matches as possible for all sporting codes, engaging with teams we wouldn't typically face. We arranged friendly matches and league contests with schools of various backgrounds, including privileged schools, township schools, farm schools, and Afrikaans schools. The primary goal was to prepare our learners to compete against all types of teams under varying conditions. Many of our elite athletes have expressed a desire to pursue professional sports, and it is our duty to help them prepare accordingly.

**From: Isaia Monyamane
Sports Department**

Cultural activities

This section of the Principal's AGM report has been prepared and submitted by Mrs Maritz, Department Head: Afrikaans.

Building on the success of last year's small cultural events, we continued our cultural program this year with two engaging events: Pavement Art and Spelling B. These events garnered a remarkable response, with enthusiastic participation from numerous learners.

To support these activities, we allocated a modest budget for purchasing supplies for Pavement Art and offering prizes to the deserving winners.

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Spelling B Competition Winners

Junior Category: Prince Kutuma (Grade 9)

Senior Category: Karabo Mkhomazi (Grade 10)

Pavement Art Competition Winners

Tshegofatso Maropoli (Grade 10)

Ifoema Mwali (Grade 10)

Khayasile Mdhuli (Grade 10)

Athayanda Mahaloba (Grade 10)

Mixo Morobane (Grade 10)

Oderile Pitsi (Grade 10)

It's important to note that every participant contributed towards earning clan points for the Clan Shield, which will be awarded at the upcoming Valediction Ceremony.

Drama Club

In response to the overwhelming interest and participation, Ms. Goddard has initiated a drama club. This club aims to instruct learners in stage techniques, methods, and the art of scriptwriting. We're pleased to report that there are approximately 30 active members in the drama club already.

Looking ahead, we have decided to host a major cultural event in the form of a show/revue in 2024, with the goal of involving as many learners as possible.

Additionally, we take immense pride in one of our Grade 11 learners, Nkazimulo Ntsangwane, who represented our school at the SA Championship of Performing Arts. Nkazimulo's exceptional talent earned him the following awards:

Jazz: Gold

Hip hop/Rep: Gold

Country: Gold

Hip hop/Rep duet: Gold

Self-accompaniment piano: Bronze

Congratulations, Nkazimulo!

Cultural activities are an integral part of our school's extracurricular program, and we firmly believe they enrich the educational experience at The Glen High School.

We anticipate that our cultural events will continue to grow and become synonymous with the vibrant spirit of The Glen High School.

**From: Adrie Maritz
Afrikaans Department**

Counselling Department

This section of the Principal's AGM report has been prepared and submitted by Mrs Phala, the school's counsellor.

The Glen High School's Counseling Department has made significant strides in its growth, offering mental health services and promoting mental well-being within the school community. The learners at TGHS have diverse experiences and face various challenges that require guidance, support, and information on managing the demands of teenage life. Some learners encounter unique challenges that encourage them to explore their abilities and seek solutions, while others may choose to keep their difficulties to themselves, with a few resorting to behaviours such as bullying or inappropriate conduct. Some learners, however, choose to learn and grow from their experiences.

It's important to note that learners are not the only ones grappling with challenges. Teachers and parents also face their own set of difficulties. Parents, as their children grow, seek to strike a balance between allowing independence and providing guidance and protection. Teachers, on the other hand, are dedicated to

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equipping learners with knowledge while navigating their own personal challenges. Balancing these responsibilities can be demanding, and teachers work hard to motivate and support both learners and colleagues.

The Counseling Department has been instrumental in providing support to learners, teachers, and parents at TGHS. Several changes in the department have taken place, making it easier to adapt to evolving needs. The department focuses on various categories of interventions, including but not limited to trauma counseling, adjustment counseling, and addressing the impact of unhealthy family relations on overall well-being. This report outlines the interventions and activities that occurred in 2023.

The key highlights of the year include:

Grade 8 Orientation Week

This week was dedicated to providing information about counseling services, the role of counselors, and how learners can access counseling sessions. An in-house camp was organized for learners who could not attend the main camp.

Hiccup Program

Offered to learners who did not progress to the next grade.

Holistic Interventions and Life Skills Programs

Administered during detention sessions for both junior (Grade 8 and 9) and senior (Grade 10, 11, and 12) learners.

Individual Sessions for Learners

Provided for junior and senior learners to address their specific needs.

Staff Wellness

Including the Tribal Council, a support group for new teachers, and individual sessions for teachers.

Academic Accommodations and Concessions

Offered to both junior and senior learners.

Parent Intervention

Engaging with parents to discuss learner cases.

Fill-up Sessions and Class Visits

Attempting to reach all learners in a grade.

Empowerment Camp

Conducted in collaboration with the Discipline team.

Values in Education Program

Implementing core values in education and commemorating significant days and projects/competitions that encourage school involvement and learner participation.

Y-CAP Program

Running two projects that encourage learners to take charge and contribute to building a supportive school community, including addressing food insecurity and mental health.

The challenges faced during the year include:

- Reluctance among learners to involve parents in their situations.
- Initially limited parental involvement, which improved over time.
- Reluctance among teachers to seek mental health support.
- Some learners using counseling sessions as an excuse to miss class.
- Increased exposure to social media affecting well-being and time management.
- A growing need for academic accommodations and concessions.
- Limited availability of an Educational Psychologist, leading to delays.
- An increased number of projects demanding more staff involvement.
- Teachers may struggle to identify learners with learning barriers.
- Stigma associated with seeking mental health support due to cultural and societal norms.

Proposed interventions to enhance reach and visibility within the school include:

- Expanding the Y-CAP Program to raise awareness and encourage learners to excel academically.
- Utilizing detention sessions to empower, develop skills, and educate learners.
- Implementing creative interventions to engage learners through various means.
- Offering teacher and parent interventions.
- Organizing workshops for the School-Based Support Team (SBST) to better understand accommodations

MINUTES OF THE ANNUAL GENERAL MEETING OF PARENTS OF THE GLEN HIGH SCHOOL: 2023



	<p>and concessions for more effective intervention processes.</p> <ul style="list-style-type: none"> - Training teachers to assist with accommodations, concessions, projects, and interventions. - Addressing behaviour issues in collaboration with the Discipline team. <p>Other proposed initiatives include:</p> <ul style="list-style-type: none"> - Regular School-Based Support Team meetings to identify learners facing challenges and empower the team to provide better support. - Collaborating with the School Assessment Team (SAT) to enhance academic performance. - Providing psycho-education by sharing information on mental health-related topics to improve understanding of various situations. <p>Mrs. P. Phala TGHS School Counselor</p> <p>General: I would like to take this opportunity to thank the SGB for the on-going support provided to the school. Thank you for the numerous meetings attended, for your insight and willingness to make a remarkable commitment to our community. I appreciate having the opportunity to work with you.</p> <p>Conclusion: A special word of thanks must be extended to the staff of The Glen High School who shows so much initiative and willingness to work beyond all expectations to ensure that the school functions smoothly. I would also like to thank our administrative staff and the General Assistants for their tremendous input into TGHS.</p> <p>I would like to thank all parents who have supported us and remained loyal to the school as you are truly an encouragement to us.</p>
4.1	<p><u>TREASURERS REPORT:</u></p> <p>The Glen High school is a fee-paying school and it terms of the Schools act the Governing body is responsible for ensuring the that funds are used in a prudent manner that follows applicable legislations. As a result, the financial records of the school are maintained and audited on an annual basis.</p> <p>For the 2022 financial year TGHS Received an unqualified Audit Opinion with no recommendations requiring attention were highlighted. The School's financial statements presented fair financial management, in all material aspects.</p> <p>The school together with the SGB, would like to express sincere gratitude to all parents who pay their school fees on a timeously. We also thank the parents who, although are going through financial difficulties have communicated with the school, made payment arrangements and are honouring them. We appreciate their exemplary manner of managing their accounts responsibly in the midst of the current economic conditions.</p> <p>As a fee-paying school, it is important to note that school fees remain the main source of income for the school. The management and School Governing Body are working together to ensure that funds received are disbursed for the sole purpose of advancing the best education to our children.</p> <p>We have however seen a reduction in regular payment of school fees and that has put a strain in the cash flow of the school. The school has other sources of income for example the western campus rentals but this has seen a sharp decrease in the last couple of years since Covid as more tenants still prefer to work remotely therefore, leases are reduced or being cancelled.</p> <p>Despite this and a reduction of income from other sources, the school has operated within the planned budget due to management's customary prudent spending practice.</p> <p>Full details of both the income and expenditure is available for inspection on the school website and on the D6 platform.</p> <p>The school enhancement projects initiated and completed during 2023 will be highlighted in the Chairman's Report. These projects are important as they provide a safe and conducive environment for our children to learn in. New projects to be initiated 2024 include researching a solar panel solution and upgrading the school ablution facilities.</p> <p>We have also taken a decision to get as many parents involved in our processes either from a voluntary expertise basis or as suppliers and therefore we will be advertising more often on D6 and encourage parents to apply. This will save the school more money and also ensure that our parents also benefit so they are able to pay school fees.</p>

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Parents are also encouraged to participate in fund raising activities and come up with ideas of how we can raise funds. We also welcome sponsorship of any kind. All these activities assist in making sure the school fees increase remains minimal.

In calculating the 2024 school fees, we have considered the following factors:

- Considerable reduction of other sources of income
- Municipal charges and electricity charges going up by almost 20%.
- General inflationary increase
- Continuous improvement of e-learning
- Acquisition of new learning material for educators
- Maintenance of the buildings
- Non-payment of school fees by parents who are able to pay resulting in bad debts
- Increase in valid Exemptions

Based on the above, the school management and SGB had an intense discussion to determine a viable school fees increase for 2024. The budget was reviewed and a conclusion reached that there needs to be an 8.5% adjustment to the school fees.

This will result in an increase of R2 203 for the year thereby taking the school fees to a total of R28 123 per learner. This option will yield a total budgeted income of R 34 310 000 and budgeted expenditure of R34 757 877 which will produce a deficit of R 80 158.

This will be put to the vote later. We will also be asking for your mandate for a pre-payment of R3 100 per learner for all current and new learners. For all new learners, this is due and payable when submitting the signed Financial Obligation form at the School. For all current learners that need to re-register for 2024, this is payable when re-registering online – we need to have enough money in the bank in January to be able to get up and running, remembering that we work from a zero-based budget, meaning that technically on 01 January we begin with R0,00 balance in the bank.

The school would like to express words of appreciation to the Finance Committee for your continued support, providing positive inputs and direction to the school. I would like to express a special gratitude to all SGB members, the Principal, her Management team and the school's financial officers for their constant dedication to ensure an effective and efficient management of the school finances.

5. NEW BUDGET:

	2023 Budget	2024 Budget	% Variance
Administration	6,620,160	7,258,292	9.63
Salaries, wages	18,749,312	20,911,855	11.53
Education activities	1,914,680	2,232,500	16.59
Maintenance of facilities	1,791,500	2,894,000	61.54
Sport	665,500	621,730	6.57
Cultural activities	583,050	839,500	43.98
Total	30,324,202	34,757,877	14.47

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	2023 Budget	2024 Budget	% Variance
Western Campus Rental (MCP)	5,052,988	5,226,601	3.43
Eastern Campus Rental	160,811	168,852	5.00
Glen Venue Rental	120,000	180,000	50.00
Tuckshop sales	160,000	300,000	87.50
Vodacom	125,426	137,969	10.00
Admission deposit 2017	126,400		100.00
Admission deposit 2018		94,000	100.00
Advertising - ExoOutdoor	80,000	120,000	50.00
GDE Resource Allocation	850,000	900,000	5.88
Interest on Bank accounts	750,000	900,000	20.00
Legal Collections	300,000	600,000	100.00
Other rentals	20,000	30,000	50.00
Total	7,745,626	8,657,422	11.77

	2023	2024
School fee income	R 28,512,000.00	R 34,310,000.00
<u>Less: Exemptions/ Non Payment (20% - 2023) (22.50% - 2024)</u>	<u>(R 5,702,400.00)</u>	<u>(R 7,719,763.50)</u>
Sub total	R 22,809,600.00	R 26,590,296.50
<u>Less: Paid in full discounts</u>	<u>(R 550,000.00)</u>	<u>(R 570,000.00)</u>
Sub total	R 22,259,600.00	R 26,020,296.50
<u>Plus: Other income</u>	<u>R 7,745,626.80</u>	<u>R 8,657,422.23</u>
Sub total	R 30,005,226.80	R 34,677,718.73
<u>Less: Budgeted expenses</u>	<u>(R 30,286,402.44)</u>	<u>(R 34,757,877.02)</u>
Total surplus / deficit	<u>R -281,175.64</u>	<u>R -80,158.29</u>

MINUTES OF THE ANNUAL GENERAL MEETING OF PARENTS OF THE GLEN HIGH SCHOOL: 2023



6. COMMENTS/ QUESTIONS FROM THE PARENTS:

- A parent stated that when it comes to fundraising and participation of the parents, at the information meetings at the beginning of the year the parents should be targeted then.
- Mrs Ntaopane answered that it would be added to the agenda for those meetings.
- Mr Aphiri stated that with the number of exemptions being granted to parents it is almost a full grade. We are speaking to the converted as the parents that are paying are present at the AGM. The best that we can do is to try and get the parents on board to assist the school in other ways.
- Mrs Ntaopane stated that it is unfair but the SGB is trying to form a database of parents that can assist the school as service suppliers.
- Mr Mhlambo stated that the exemption policy from the GDE and the raising of the school fees sparked a big debate in the SGB and it is a double-edged sword. The more the school fees are raised the more exemptions occur. The aim of the fundraising is to assist with the funding of big projects.
- The teachers put in long hours teaching our children and assisting our children to achieve their best at school.
- Mr Hanyane stated that all exemptions are worked out according to a calculation and the parents receive the exemption that they qualify for. The SGB goes out of their way to assist parents where possible.
- Another parent suggested that parents receiving exemptions need to have the mandate to assist the school where they can with their expertise and time.
- Mr Ntuli suggested that we approach Eskom and enquire about assistance with the diesel costs to run the generator. He also suggested that we ask the learners for ways to raise funds. The learners might have innovative ideas.
- Mrs Ntaopane stated that the school is looking at a sustainable way forward with regards to the electricity problem.
- Mr Leboni stated that he has a child in primary school as well, the parents are more involved at primary school level. The learners need to remind their parents to be involved
- A parent stated that the learners transport costs for sports activities is very high maybe the school can purchase a bus to assist with these costs.
- Mrs Ntaopane answered that currently the school has a bus that has been donated by Toyota to transport the learners to activities. The school needs to fundraise for a second bus.
- Mr Ngema looked around at the parents present tonight and they are the same ones present on Monday. The attitude of to pay or not to pay is not a good practise. We need to cultivate a culture of parent attendance at meetings and to be more involved in school life for their children. He suggested maybe dividing meetings for parents into grades.
- Mrs Ntaopane answered that the non-payment of school fees by some parents is very challenging indeed.
- A parent suggested that the school hold a Parent/Family Fun Day to encourage parents to meet each other and exchange contact numbers.

MINUTES OF THE ANNUAL GENERAL MEETING OF PARENTS OF THE GLEN HIGH SCHOOL: 2023



7.	<u>RESOLUTIONS AND VOTING:</u>										
	<p><u>RESOLUTION 1</u> Being a Section 21 Public School, The Glen High School will remain a fee-paying school for the 2024 academic year.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">FOR</th> <th style="width: 20%;">AGAINST</th> <th style="width: 30%;">ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td style="text-align: center;">22</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> </tbody> </table>		FOR	AGAINST	ABSTENTIONS	Electronic voting results:	22	0	0		
	FOR	AGAINST	ABSTENTIONS								
Electronic voting results:	22	0	0								
	<p><u>RESOLUTION 2</u> The proposed budget as presented be accepted for 2024 school year.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">FOR</th> <th style="width: 20%;">AGAINST</th> <th style="width: 30%;">ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td style="text-align: center;">20</td> <td style="text-align: center;">2</td> <td style="text-align: center;">1</td> </tr> </tbody> </table>		FOR	AGAINST	ABSTENTIONS	Electronic voting results:	20	2	1		
	FOR	AGAINST	ABSTENTIONS								
Electronic voting results:	20	2	1								
	<p><u>RESOLUTION 3</u> Parents shall be obligated to pay school fees, unless they have been granted exemption from the payment of school fees in accordance with the provisions of South African Schools Act of South Africa (SASA 84 of 1996).</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">FOR</th> <th style="width: 20%;">AGAINST</th> <th style="width: 30%;">ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td style="text-align: center;">25</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> </tbody> </table>		FOR	AGAINST	ABSTENTIONS	Electronic voting results:	25	0	0		
	FOR	AGAINST	ABSTENTIONS								
Electronic voting results:	25	0	0								
	<p><u>RESOLUTION 4</u> School fees per learner will be R28,123.00 (8.5% increase).</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">FOR</th> <th style="width: 20%;">AGAINST</th> <th style="width: 30%;">ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td style="text-align: center;">18</td> <td style="text-align: center;">7</td> <td style="text-align: center;">0</td> </tr> </tbody> </table>		FOR	AGAINST	ABSTENTIONS	Electronic voting results:	18	7	0		
	FOR	AGAINST	ABSTENTIONS								
Electronic voting results:	18	7	0								
	<p><u>RESOLUTION 5</u> A prepayment of R3,100-00 to be paid per learner at re-registration to provide funds to enable the school to procure required 2024 resources. If a family has outstanding school fee balance, the pre-payment will be used to settle outstanding school fee balances before being deducted from 2024 school fees.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">FOR</th> <th style="width: 20%;">AGAINST</th> <th style="width: 30%;">ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td style="text-align: center;">22</td> <td style="text-align: center;">2</td> <td style="text-align: center;">1</td> </tr> </tbody> </table>		FOR	AGAINST	ABSTENTIONS	Electronic voting results:	22	2	1		
	FOR	AGAINST	ABSTENTIONS								
Electronic voting results:	22	2	1								
	<p><u>RESOLUTION 6</u> School fees accounts for SA Citizens paid in full before the dates stipulated below will receive the following discounts: 31 December 2023 - R2,812.00 (10%) 31 January 2024 - R1,969.00 (7%) 29 February 2024 - R1,406.00 (5%) An amount of R1,406.00 (5%) will be debited if a debit order for 10 equal instalments is signed through our new NuPay system. Should one payment default, the discount will be forfeited. Discounts are per family/account and not per learner</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">FOR</th> <th style="width: 20%;">AGAINST</th> <th style="width: 30%;">ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td style="text-align: center;">23</td> <td style="text-align: center;">0</td> <td style="text-align: center;">3</td> </tr> </tbody> </table>		FOR	AGAINST	ABSTENTIONS	Electronic voting results:	23	0	3		
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<p><u>RESOLUTION 7</u> School fees for Foreign Nationals are payable upfront on Admission to allow the school to provide a guarantee required in accordance with the Department of Home Affairs Immigration Act 13 of 2002.</p> <p>School fees accounts for Foreign Nationals paid in full before 31 December 2023 will receive a discount of R1,406.00 (5%).</p> <table border="1"> <thead> <tr> <th></th> <th>FOR</th> <th>AGAINST</th> <th>ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td>25</td> <td>1</td> <td>1</td> </tr> </tbody> </table>					FOR	AGAINST	ABSTENTIONS	Electronic voting results:	25	1	1
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Electronic voting results:	25	1	1								
<p><u>RESOLUTION 8</u> School fee accounts may be paid in 10 equal monthly instalments from 1st January to 1st October if not paid as per Resolution 6.</p> <table border="1"> <thead> <tr> <th></th> <th>FOR</th> <th>AGAINST</th> <th>ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td>25</td> <td>2</td> <td>0</td> </tr> </tbody> </table>					FOR	AGAINST	ABSTENTIONS	Electronic voting results:	25	2	0
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Electronic voting results:	25	2	0								
<p><u>RESOLUTION 9</u> The SGB be allowed to enter into employment contracts for staff members on approved requirements and budget availability.</p> <table border="1"> <thead> <tr> <th></th> <th>FOR</th> <th>AGAINST</th> <th>ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td>25</td> <td>1</td> <td>1</td> </tr> </tbody> </table>					FOR	AGAINST	ABSTENTIONS	Electronic voting results:	25	1	1
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<p><u>RESOLUTION 10</u> Remuneration in terms of SASA Section 38A for financial benefits and/or benefits in kind paid and furnished by the school to members of the staff employed by the Gauteng Department of Education to the amount of R1,017,629.22. This is financed from other income.</p> <table border="1"> <thead> <tr> <th></th> <th>FOR</th> <th>AGAINST</th> <th>ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td>25</td> <td>1</td> <td>1</td> </tr> </tbody> </table>					FOR	AGAINST	ABSTENTIONS	Electronic voting results:	25	1	1
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Electronic voting results:	25	1	1								
<p><u>RESOLUTION 11</u> The school maintains two separate bank accounts:</p> <ol style="list-style-type: none"> 1. School fee account 2. Investment account <table border="1"> <thead> <tr> <th></th> <th>FOR</th> <th>AGAINST</th> <th>ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td>26</td> <td>0</td> <td>0</td> </tr> </tbody> </table>					FOR	AGAINST	ABSTENTIONS	Electronic voting results:	26	0	0
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<p><u>RESOLUTION 12</u> The SGB is authorized to invest a percentage of any surplus funds at the end of the financial year, and thereafter utilize the balance of any surplus for expenditures during the year.</p> <table border="1"> <thead> <tr> <th></th> <th>FOR</th> <th>AGAINST</th> <th>ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td>27</td> <td>0</td> <td>0</td> </tr> </tbody> </table>					FOR	AGAINST	ABSTENTIONS	Electronic voting results:	27	0	0
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Electronic voting results:	27	0	0								
<p><u>RESOLUTION 13</u> The SGB is authorized to supplement any deficits that may arise on any particular budget line item from surpluses that may arise on any other budget line item, provided that the total budget is not exceeded.</p> <table border="1"> <thead> <tr> <th></th> <th>FOR</th> <th>AGAINST</th> <th>ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting</td> <td>27</td> <td>0</td> <td>0</td> </tr> </tbody> </table>					FOR	AGAINST	ABSTENTIONS	Electronic voting	27	0	0
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results:											
<p><u>RESOLUTION 14</u> Excursions are not part of the total school programme and are voluntary and may carry additional costs in line with Notice 1189 of 2012 Regulations for Domestic and International Tours for learners at Public School, Section 4(4) and 6 (1)(3).</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">FOR</th> <th style="width: 20%;">AGAINST</th> <th style="width: 30%;">ABSTENTIONS</th> </tr> </thead> <tbody> <tr> <td>Electronic voting results:</td> <td align="center">23</td> <td align="center">2</td> <td align="center">2</td> </tr> </tbody> </table>					FOR	AGAINST	ABSTENTIONS	Electronic voting results:	23	2	2
	FOR	AGAINST	ABSTENTIONS								
Electronic voting results:	23	2	2								
<p>7. <u>CLOSING:</u> The Chairperson thanked the parents for attending the meeting.</p> <p>The meeting adjourned at 21:00.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;"> <p>_____</p> <p>Mr T. Sono SGB: Chairperson</p> </td> <td style="width: 33%; border: none;"> <p>_____</p> <p>Ms M. Ntaopane Treasurer</p> </td> <td style="width: 33%; border: none;"> <p>_____</p> <p>Mrs J. Johnson Scribe</p> </td> </tr> </table>				<p>_____</p> <p>Mr T. Sono SGB: Chairperson</p>	<p>_____</p> <p>Ms M. Ntaopane Treasurer</p>	<p>_____</p> <p>Mrs J. Johnson Scribe</p>					
<p>_____</p> <p>Mr T. Sono SGB: Chairperson</p>	<p>_____</p> <p>Ms M. Ntaopane Treasurer</p>	<p>_____</p> <p>Mrs J. Johnson Scribe</p>									