



P&C Association Incorporated P&C Annual General Meeting Executive Role Election Process

This document provides guidance as to the election process for Hurstville Public School P&C Executive roles. The election is to be held during the Annual General Meeting of the P&C.

The previous year's executive are to provide attendees with an overview of the function of the P&C and Executive roles, as well as a description of the responsibilities of each role.

The meeting is to be handed over to the Principal who is an ex officio member of the P&C and all its sub-committees.

The call for elections is to be undertaken by the Principal acting in his/her capacity as a returning officer for the election process. As the returning officer, the Principal may not vote, comment or otherwise indicate in any way their support for or against any nominee to ensure the impartiality, independence and integrity of the election process.

Process:

Principal declares all Executive roles for vacant and now seeks nominations from attendees for each role as follows:

1. Call for nominations for each role.
2. First nomination for the role
3. Call for any attendee to 2nd the nomination
4. Does the nominee accept the nomination?
5. Any other nominations? (Repeat steps 2-4 for each additional nominee)
6. Call for any objections to the nomination
7. Declare the role to be filled for the relevant school year as per the voting outcome

Process for multiple nominees:

Where there are more nominees for a particular role than positions available, each nominee should be asked to give a brief introduction of themselves and ways they feel they would like to contribute to the P&C. Nominees should then be asked to leave the meeting.

The remaining attendees should then proceed to a full vote where the nominee with the most votes is declared the role holder.