

To: **ALL MEMBERS OF  
TANARATA COMMUNITY CLUB**

**NOTICE IS HEREBY GIVEN** that the **12<sup>TH</sup> ANNUAL GENERAL MEETING** of the Tanarata Community Club (TCC) will be held at the **Watersides Cafe, Tanarata International Schools** on **FRIDAY, 22<sup>ND</sup> SEPTEMBER 2023 AT 8.00 AM.**

A light breakfast will be served before we start with the proceedings.

#### **AGENDA FOR THE DAY**

1. Welcome Speech by Ms Vidhya Aratish, Chairman of the TCC.
2. Speech by Mrs Barnali Guha, Principal of TiS.
3. To adopt the minutes of the previous Annual General Meeting (AGM) 2022-23.
4. Overview of activities for Term 2023-24.
5. Treasurer's Report for Term 2022-23\*.
6. Election of New Committee for Term 2023-24.
7. Other matters if any.

Nomination forms for the election of the new committee is attached and hard copies are also available at the school office.

**Please submit the completed nomination forms to the office not later than the closing date Monday, 18<sup>th</sup> September 2023.**

**BY ORDER OF THE COMMITTEE**

Ms.Vidhya Aratish

***Chairperson of TCC Executive Committee***



## Nomination Form 2023-24

### Tanarata Community Club Executive Committee

**Name of Nominee** (print name): \_\_\_\_\_

Child (1) Name: \_\_\_\_\_ Year: \_\_\_\_\_

Child (2) Name: \_\_\_\_\_ Year: \_\_\_\_\_

Child (3) Name: \_\_\_\_\_ Year: \_\_\_\_\_

Child (4) Name: \_\_\_\_\_ Year: \_\_\_\_\_

Signatures of

Nominee: .....

**Nominated by** (print name): \_\_\_\_\_

Child Name: \_\_\_\_\_ Year: \_\_\_\_\_

Signatures of

Nominator: .....

**Seconded by** (print name): \_\_\_\_\_

Child Name: \_\_\_\_\_ Year: \_\_\_\_\_

Signatures of

Secunder: .....

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***For TCC Nomination Committee Use:-***

*Status: International / Local*



*Category: Lower Primary / Upper Primary / Lower Secondary / Upper Secondary / Special Need*

*Verification by: ..... [Accepted /Rejected .....]*

Notes:

1. Completed form **must be submitted to the office by Monday, 18<sup>th</sup> September 2022.**
2. Each member (one family one membership) of the club who is present at the AGM, or by proxy, has one vote.
3. Eligibility for membership for parents will continue for as long as the son or daughter is enrolled at TiS. Eligibility for membership for administrators, teachers, and staff members will continue for as long as they are employed by TiS.
4. Only current members of the club are eligible to make nominations or to accept a nomination.
5. The nominating committee will review the nominations and designate whether the parent is standing as an international or local student parent and the age range that they represent.

Rules & Regulations For Election:

1. TCC shall elect an Executive Committee consisting of the following sixteen (16) members who shall be termed as the Committee Members of TCC, shall be elected every year at the annual general meetings:-
  - i. Three representatives from lower primary (Years 1 to 3)
  - ii. Three representatives from upper primary (Years 4 to 6)
  - iii. Three representatives from lower secondary (Years 7 to 9)
  - iv. Two representatives from upper secondary (Years 10 to 11)
  - v. One parent representing the school's special needs children (All Years)
  - vi. Three teacher representatives appointed by the school, and
  - vii. The principal.
2. At least fifty percent (7 members) of the committee shall comprise parents or legal guardians of international students. However, this shall not exceed sixty percent (9 members) of the parents or legal guardian's committee. The remaining 3 members should be Malaysian parents. No committee shall serve for longer than two consecutive years.
3. TCC Executive Committee shall be headed by a Chairman who shall be elected from the Executive Committee and approved at the annual general meeting. A Secretary shall be appointed by the elected Committee Members and a Treasurer shall be appointed by the principal from one of the teacher committee members at a subsequent committee meeting.
4. Election will be decided by a simple majority vote of the members at the annual general meeting. Election may be by show of hands or by secret ballot as may be decided by the Annual General Meeting. All the committee members shall be eligible for re-election. In the event that there are not enough nominations to fill the committee positions, then the AGM may approve any other parent member to fill the vacancy.