

URGENT: Please pass this letter to your board chair

The school board
Attention: Board chair

20 November 2020

Tēna koe

Call for remits to the NZSTA Annual General Meeting (AGM)

The NZSTA [Annual General Meeting 2021](#) will be held on [Saturday 17 April 2021](#) in Rotorua. All members of an NZSTA member board are invited to attend. Every member board is entitled to one vote on business considered at the AGM and may nominate one person (your AGM delegate) to speak and vote on your board's behalf. Forms for appointing your chosen delegate will be sent out in February 2021.

Every member board is entitled to propose items of business to be voted on at the AGM, using the 2021 AGM Remit (Constitutional Notice of Motion) form that accompanies this letter.

For your next board meeting

Enclosed with this letter for consideration at your next board meeting is:

2021 AGM Remit (Constitutional Notice of Motion) template.

Use this template if you want to submit a remit to the AGM suggesting a policy direction or constitutional change for the Association.

Your remit should be clearly and precisely worded. Use the **Explanation** section on the form to give a plain-language explanation of the background and purpose of your remit.

To qualify as a member board you must have paid your 2021 NZSTA membership subscription by the closing date for remits, [5.00pm, Monday 8 February 2021](#).

Mover and seconder signatures required

Another NZSTA member board must second the proposed motion. Your remit must be signed **by the board chairs** of the moving and seconding boards. Both boards must be financial members of NZSTA. Remits that have not been properly signed are unconstitutional and cannot be accepted.

Constitutional changes

If your remit proposes a change in the NZSTA Constitution, your explanation should cite which existing clause/s is/are affected, e.g.,

“Replace clause 3(a)(ii) with the following...”.

Remits must be received by NZSTA National Office no later than [5.00pm, Monday 8 February 2021](#).

NATIONAL OFFICE

Level 8 - 142 Lambton Quay, Wellington 6035 | PO Box 5123 Wellington 6145

Phone: +64 4 473 4955 - 0800 782 435

www.nzsta.org.nz

Please email your completed remits to: feedback@nzsta.org.nz. Alternatively, you may post a hard copy to

Office of the President

NZSTA National Office

P O Box 5123

Wellington

Attn: AGM Remits

If you have any questions about the AGM or the remit process please contact the office of the President Ph 04 471 6419 or email feedback@nzsta.org.nz