



Annual General Meeting ICT Educators NSW

ABN 27 567 884 887; Corporation No: Y2193426

14 March 2020

BY ORDER OF THE BOARD OF DIRECTORS
14 FEBRUARY 2020

EMMA LORD
ICTENSW SECRETARY

NOTICE is hereby given that the Annual General Meeting of Members of Information Communication Technology Educators of New South Wales (ICTENSW) will be held Saturday 14th March 2020 at The Independent Theatre, Miller Street, North Sydney at 4:30pm Sydney time.

Ordinary Business

Item 1: Confirmation of the minutes of the 2019 Annual General Meeting

Motion: "That the Minutes of the 2019 AGM be accepted"

Item 2: 2019 Presidents report – Activities of the Association in 2019

Motion: "That the President's report is accepted"

Item 3: 2014 Treasurer's Annual Financial Report

Motion: That the Treasurer's Report be accepted

Item 4: Election of the Returning Officer

Motion: "That [REDACTED] be elected as the returning officer.

Item 5: Presentation of the Nominees for the ICTENSW 2020 Board of Directors

Item 6: Presentation – ICTENSW Leader of the Year; ICTENSW Educator of the Year

Item 7: Portfolio Structures – Introduction by Directors and Call for Sub-committee expressions of Interest.

Item 8: General Business

Attendance at the Annual General Meeting

IN PERSON

You may attend the Annual General Meeting in person at the date, time and place specified in the Notice of Meeting. Prior registration is not required.

BY PROXY

If you would like to appoint a proxy to attend the meeting on your behalf, this can be done by completing and signing the [attached or online proxy form](#) and sending it to the ICTENSW Secretary by:

EMAIL: secretary@ictensw.org.au

IMPORTANT:

- No member may hold more than 5 proxies.
- All proxy forms must be submitted and received by the Association Secretary by no later than 5.30pm (Sydney time) on Friday 13th March.
- A member or proxy is not entitled to vote at any general meeting of the association unless all money due and payable by the member or proxy to the association has been paid, other than the amount of the annual subscription payable in respect of the then current year.
- Tertiary Student membership voting rights shall not apply for the election of office bearers and directors of the Board.
- Membership status can be checked and renewed online - online at <http://www.ictensw.org.au/Sys/Profile>

QUESTIONS FROM MEMBERS

Members who are unable to attend the Annual General Meeting and would like to ask questions of the Board concerning matters to be considered at the Annual General Meeting, are invited to do so by completing attached or [this form](#). Your questions are important to us and although we will not be able to reply to each question individually, we will respond to as many of the frequently asked questions as possible at the Annual General Meeting and those answers will be posted on our website.

Composition and Membership of the Board of Directors

The ICT Educators of New South Wales is a professional organisation designed to support ICT educators in New South Wales. The Association represents all educators' interests at local and state levels as well as the national level through its parent body, the Australian Council for Computers in Education. The association advocates on matters of curriculum and equity and promotes best practice in the use of ICT in learning.

Under Clause 15 of the Association's Constitution, the Board of management is subject to the Associations Incorporation Act, 200 and the Associations Incorporation Regulation, 2010; and is appointed by ICTENSW members to control and manage the affairs of the association.

As such, ICTENSW's Board of Directors are responsible for the strategic development, implementation and evaluation of the Association's procedures and policies within the rules of the Constitution. The Association Board is comprised of eight Directors and four office bearers (The Executive). Executive positions are President, Vice President, Secretary and Treasurer. The duties associated with these positions are outlined in [The Constitution](#) (<http://goo.gl/Zct3u0>).

ELECTION OF BOARD MEMBERS

Nominations for Directors and Executive of ICTENSW are invited from members of the Association. Nominations must be made in writing and must be signed by 2 members of the association and accompanied by the written consent of the candidate. This can be done by completing and signing a [copy of this form](#) or the attached below and sending it to the ICTENSW Secretary by:

EMAIL: secretary@ictensw.org.au

Nominations must be completed and returned to The Secretary by 5.30pm Friday 6th March 2020.

If insufficient nominations are received to fill all vacancies on the Board, the candidates nominated shall be deemed to be elected and further nominations shall be received at the Annual General Meeting. If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected. If the number of nominations received exceeds the number of vacancies to be filled, a ballot shall be held during the Annual General Meeting.

ICTENSW membership status can be checked and renewed online - online at <http://www.ictensw.org.au/Sys/Profile>.



ICT EDUCATORS NSW

FORM OF APPOINTMENT OF PROXY

Clause 35(2) Information and Communication Technology Educators of NSW (ICTENSW) Constitution

I, _____ Member Number _____
(full name)

of

(address)

being a member of Information and Communication Technology for Educators in New South Wales (ICTENSW), hereby appoint

_____ Member Number _____
(full name of proxy)

of

(address)

being a member of that incorporated association, as my proxy to vote for me on my behalf at the Annual General Meeting of the association to be held on the 25th day of March 2015 and at any adjournment of that meeting.

* My proxy is authorised to vote in favour of/against (delete as appropriate) the resolution (insert details).

Signature of member appointing proxy

Date

NOTE: A proxy vote may not be given to a person who is not a financial member of the association. ICTENSW membership status can be checked and renewed online - online at <http://www.ictensw.org.au/Sys/Profile>.

Please print-off completed document, sign and send via email to secretary@ictensw.org.au.



ICT EDUCATORS NSW

Questions from members

Members who are unable to attend the Annual General Meeting, or who prefer to register questions beforehand concerning the matters to be considered at the Annual General Meeting are invited to do so. Your questions are important to us.

Questions can be submitted online [using this electronic form \(http://goo.gl/Zo2jA0\)](http://goo.gl/Zo2jA0).

If you prefer, this form can be used to submit questions and return it to the ICTENSW Secretary, ICTENSW, PO Box 1017, Randwick, NSW 2031, by Wednesday 18th March 2015; or Emailed to secretary@ictensw.org.au.

Although we will not be able to reply to each question individually, we will respond to as many of the frequently asked questions as possible at the Annual General Meeting and those answers will be posted on our website.

Member Details

Member's Name _____

Member Number _____

Questions



ICT EDUCATORS NSW

NOMINATION FOR THE BOARD OF DIRECTORS

A person nominated as a candidate for election as an office-bearer or a director of the association must be a member of the association.

We, Proposer and Seconder, (Members, ICTENSW)

Proposer: _____
PLEASE PRINT (Name in full)

(Signature)

and Seconder: _____
PLEASE PRINT (Name in full)

(Signature)

being a members of ICT Educators NSW, hereby nominate:

PLEASE PRINT **Full** name of nominee

who are a financial member of ICTENSW as _____
(Please insert PRESIDENT, SECRETARY, VICE-PRESIDENT, TREASURER, or DIRECTOR

of the Board of ICT Educators NSW.

Dated this _____ day of _____ 20_____

To be completed by the nominee

I have read the information about the changes for 2015 (<http://ictensw.org.au/2015AGM>) and I consent to this nomination: *

(Signature of nominee)

All nominees are required to complete a brief biographical outline on the following page

Nominee Biographical Outline

Name

Workplace

Specialties

Please print-off completed document, sign and send via email to secretary@ictensw.org.au. ICTENSW membership status can be checked and renewed online - online at <http://www.ictensw.org.au/Sys/Profile>.