

ELECTION of ASSOCIATION MEMBER POSITIONS ON THE ISS BOARD

Dear Parents and Guardians,

We have three vacant Association Member positions on the Board this year. If nominations exceed the number of vacant Board seats, per our Articles of Association, the election will be by ballot.

Each nominated candidate may take up to 5 minutes to speak at our AGM prior to ballots being cast. Ballots will be distributed to eligible voters upon arrival. After all speeches have been delivered, the ballot box will be opened, shown to be empty and ballots may be cast.

Postal or Electronic Ballot

Postal or electronic ballot papers from a known postal or electronic address shall be made available to the membership of the Association prior to the election. Completed ballot papers shall be returned to the Secretary at the school address or electronically as indicated on the ballot papers and held unopened in a secure place.

The closing time for receipt of postal/electronic ballot papers from voting Members of the Association shall be 24 hours before the scheduled start of the meeting (by 6 pm Wednesday 22 May). At the AGM, the Secretary shall provide to the auditors all ballot papers received by that time electronically or in unopened envelopes.

Instrument of Proxy

The instrument of appointing a proxy shall be in writing under the hand of the appointer or of their power of attorney duly authorised in the attached **Proxy Form**.

The Proxy Form shall be submitted to the Secretary of the Association not less than forty-eight hours (**by 6pm Tuesday 21 May 2024**) before 6pm Thursday 23 May 2024 at which the person named in the instrument proposes to vote. In default, the instrument of proxy shall not be treated as valid.

The proxy form will be made available in conjunction with the notice of the meeting. Each member attending a general meeting is limited to three proxy votes.

Declaration of Persons Elected

On completion of all counting the auditors shall determine those persons elected as Board Members based on the largest number of votes and these will be declared elected.

The newly elected Board Member/s will take office immediately and a Special Board meeting will be held on Thursday 30 May 2024 to appoint Board executive positions and Committee leadership.