

The British School



Caroline Drumm
Principal

P.O. Box 566, Jhamsikhel, Patan
Kathmandu, Nepal

6th June 2022

Dear Parents,

Annual General Meeting and Parent Board of Governors Election

As Secretary to the TBS Board of Governors (BOG), I want to formally inform you about the upcoming Annual General Meeting (AGM), and to update you on the composition of the Board. The AGM will be held on **Saturday, 18th June 2022 from 11 am to 1 pm** at the school.

At this year's AGM, we will be saying farewell to Frank Van Cappelle and Scott Heringer as they will be departing the Board of Governors at the end of this academic year. Frank joined the BOG in September 2020 as the Vice-Chair of the Board and the Chair of the Education sub-committee. Frank's contribution has been invaluable in strengthening the school's on-line provision during COVID-19 period with his experience as a senior education adviser on digital learning. Scott joined the Board in September 2021 and his support to the Education sub-committee and as a safeguarding Board member has been very helpful.

I will also be completing my three-year term as elected parent-governor and I will be standing for re-election. The whole Board would like to extend our sincerest thanks to both Frank and Scott for their great contribution and enthusiasm.

As a consequence of their departure, we have three vacant positions for the parent board of governors and hence, the TBS Governing Body is seeking nominations from parents. As per the TBS Constitution, all parents are eligible to stand for Parent Governor role as long as they submit the nomination form, signed by two other parents (a proposer and a seconder), via email to pmathema.gov@tbs.edu.np before **5.00pm on Thursday the 16th of June 2022**. The nomination form is attached to this letter.

If there are more than three candidates then there will be an election at the AGM. We will provide more details on the voting procedures once the nominations close. If the Board of Governors receives three or less nominations within the deadline and if the nominations meet the criteria, the nominees will be elected unopposed.

The Board of Governors is a volunteer group, yet has an important role, to ensure TBS is well-run and making progress towards the long-term school development plan. Joining the Board as a Parent Governor is an opportunity to share your expertise and represent the wider parent community. We have different sub-committees focusing on different areas of the school

Patron: H.E.The British Ambassador

Telephone: 977-1-5421794, 977-1-5422012, e-mail: tbs@tbs.edu.np website: www.tbskathmandu.org



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and being involved in these sub-committees can also provide you with a valuable personal development opportunity. Parent Governors are expected to attend six full Board meetings as well as at least six sub-committee meetings per year. Governors are elected for a three-year term. Please feel free to approach any of the existing Parent Governors if you have any questions.

The AGM promises to be a fun event for all families and there will be a brief presentation by the Board members. We hope that as many members of the Parent Body will be able to join us on that day and celebrate end of the school year. Please do RSVP to Nancy Khetan (nkhetan@tbs.edu.np) to let her know that you will be attending.

We look forward to seeing you all at the AGM.

Yours Sincerely

Ms. Prechhya Mathema

Secretary of the TBS Board of Governors

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