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Message from TASSO

Welcome back to another exciting school year! We hope you have all had a relaxing and enjoyable break and are ready to hit the ground running in 2023.

As you may know, the Tasmanian Association of State School Organisations (TASSO) is the peak body representing the interests of state school parents in Tasmania. Our mission is to provide support, resources, and advocacy to help ensure that all Tasmanian state school students receive the best possible education.

This year, we are focused on creating a new strategic plan for TASSO and we want to involve our valued members, like you, in this process. We believe that your input is essential to help guide our future direction and ensure that TASSO continues to effectively represent and support the interests of Tasmanian state school parents and students.

In the coming weeks, we will be reaching out to gather your thoughts and suggestions. We encourage you to participate in this important process and to share your ideas and feedback with us.

Together, we can ensure that TASSO remains a strong and effective voice for Tasmanian state school families.

Sincerely, The TASSO Team

Annual General Meeting



Annual General Meetings (AGMs) can be a little daunting, but they don't need to be.

Most School Associations are required to hold their AGM around March 31 each year. If you are unsure of your schools association year you can find the date in your constitution (2.1 Definitions - general - School Association Year).

Your constitution can be found here:

<https://publicdocumentcentre.education.tas.gov.au/SchoolAssocCons>

If an AGM date is yet to be set now is a good time.

You need to advertise the AGM publicly 14 days prior to the event. Advertising can be via the schools Facebook page and/or the Association Facebook page and/or the School Newsletter, there is no need to pay for a newspaper advert.

If the committee has not determined the members to retire at the end of the AGM (generally half of parents, staff and community members) then the Principal can determine who is to retire. Retiring members can re-nominate. Committee Members sit for a term of 2 years. A rotating committee helps provide continuity.

The Principal appoints the returning officer (often the School Business Manager) who is responsible for calling for nomination to fill the vacant positions on the committee. We recommend the Chairperson and Secretary working together with the returning officer and following the [Holding Elections Checklist](#) to assist when calling for nominations, and voting process (if required).

The Association financials will need to be audited prior to the AGM. Information on who can perform the audit can be found in the School Association Secretary Instructions No. 7 ([3.10.3 External Auditing of Financial Affairs](#)).

AGM quorum is your committee size plus 1. Remember all parents, carers, educators and staff are members of your School Association and are invited to attend the AGM, all count to quorum and are entitled to vote.

The appointment of Office-Bearers of the new committee occurs at the first committee meeting post AGM. For many this meeting would directly proceed the close of the AGM. The Principal should take the Chair and call for nominations of Chairperson, Secretary, Treasurer and Deputy Chairperson. Only Committee Members are entitled to vote for their Office-Bearers.

These resources can help with planning:

- [Holding Elections Checklist](#)
- [Holding an AGM Checklist](#)

If you have any AGM related questions join us online on February 23 at 7.30pm.

We will run through a model agenda, discuss reports needed and answer any questions you have.

<https://events.humanitix.com/agm-qna>

Alternatively, email info@tasso.org.au or call (03)6243 7718 with any enquiry.

AGM Q&A

MADE EASY

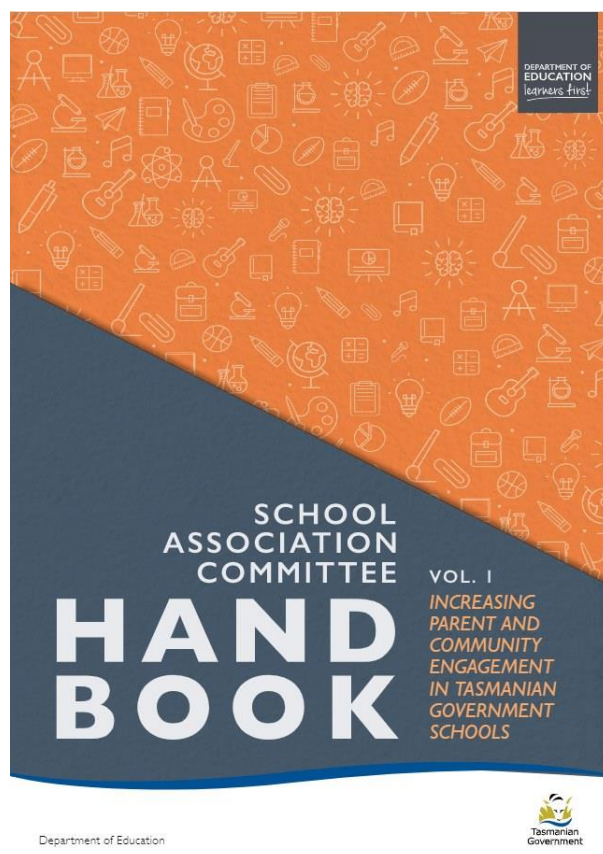
WITH TASSO PRESIDENT NATHAM REYNOLDS

- Discuss a model agenda
- AGM requirements, with the resources you need
- Gain confidence in running an AGM

Join TASSO via Microsoft Teams [Register Here](#) **FEB 23**
7.30 - 8.30PM

1 - [Humanitix Link](#)

School Association Committee Handbook and Resources



2 - [School Association Committee Handbook](#)

[Download the School Association Handbook](#)

[Download Frequently Asked Questions](#)

For additional templates and forms: <https://www.decyp.tas.gov.au/about-us/community-and-engagement/school-association-committees/>

[Download Secretary Instructions No. 7 for School Associations](#)

[Download Ministerial Instructions No. 12 for School Associations](#)

Embed:<iframe width="402" height="346" frameborder="0" scrolling="no" src="https://tasmania.sharepoint.com/operations/_layouts/15/Doc.aspx?sourcedoc={597ad2fe-a72c-47f9-87e9-2f2e6171bf98}&action=embedview&wdAllowInteractivity=False&wdHideGridlines=True&wdHideHeaders=True&wdDownloadButton=True&wdInConfigurator=True&wdInConfigurator=True&wdesNext=true&edrtees6=false&resen=false&ed1JS=false"></iframe>

A Treasury excel spreadsheet can be downloaded on the left. If you have trouble accessing it please email info@tasso.org.au and we will send you a copy. Please let us know if you would prefer a google doc version.

Yearly Planning



The meeting post your AGM can be a good time to set the yearly intentions for your Committee.

Things to consider:

- Meeting dates and times: Does the day and time suit new committee members? Can you schedule the yearly meetings?
- Review ways of working/meeting norms/code of conduct (if applicable)
- Ensure a committee member sits on all sub-committees you have established (if applicable)
- Any financial commitments for the year
- Any fundraising goals
- Review of the School Improvement Plan priorities, is there areas that the Committee can help in achieving the schools goals

Events that may require a budget being set:

- Mothers and Special Others stall
- Fathers and Special Others stall
- BBQs or special events
- Fairs or Fetes

Youth Volunteer Army - Volunteer Tas

Volunteer Tas is piloting the NZ based Student Volunteer Army program in Tasmania.

The Youth Volunteer Army is a group of students who are committed to making a positive impact in their communities. By volunteering their time and effort, they help with various initiatives such as community service projects, disaster relief efforts, and environmental conservation initiatives. Parents can encourage their children to join the Youth Volunteer Army to help them develop leadership skills, gain valuable experience, and make a meaningful contribution to their communities.

Is your high school registered?

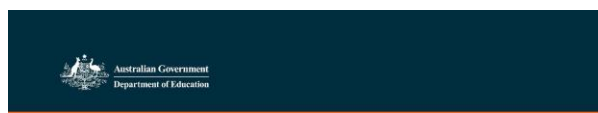
For more information visit: <https://svarmy.org/Tasmania?c=0>

Grants you may be eligible for...



3 - [Variety Tasmania Community and Schools Grants - apply anytime](#)

Apply anytime



Schools Upgrade Fund – Open Round

The Schools Upgrade Fund Open Round supports the Australian Government's commitment to more equitable access to education. It will provide \$32 million in the 2023 school year to upgrade school infrastructure, helping schools and their students get back on track after disruptions caused by COVID-19.

What does the Open Round cover?

Schools can apply for small grants of up to \$25,000 to support much-needed improvements to education facilities. This may include purchasing air purifiers or air conditioning, building or maintaining outdoor learning spaces, purchasing ICT equipment (including laptops and tablets), or repairing and maintaining school facilities.

Who is eligible to apply for the Open Round?

Any government or non-government school may apply for funding under the Open Round if it attracted Commonwealth recurrent funding¹ for 2022 under the Australian Education Act 2013 and anticipates continued operation in 2023.

Each school must also have at least one enrolled student at the time of application submission, and the school's governing authority² must endorse the application.

Schools with the greatest need will be prioritised.

What projects are eligible to receive funding under the Open Round?

Project Category	Eligible Projects
1. Improving air quality to support healthier learning environments	a. purchasing and installing air purifiers b. purchasing and installing air conditioning c. upgrading ventilation in school facilities
2. Improving student outcomes through outdoor learning	a. building new outdoor learning spaces b. upgrading or improving existing outdoor learning spaces c. installing and/or upgrading shade structures
3. Supporting equitable access to flexible learning for students	a. purchasing and / or upgrading ICT equipment (including laptops and tablets) b. provision of flexible learning arrangements for students
4. Providing a safe learning environment	a. fixing doors or windows where this aids in airflow b. repairs or maintenance to school facilities c. refurbishing classrooms

How do schools apply?

Schools must apply online at <https://www.education.gov.au/schools-upgrade-fund>

Online applications open Monday 28 November 2022 and close at 11.59pm AEDT on Friday 24 February 2023.

When will schools be notified if their application is successful?

Successful schools will be notified in May 2023, with funding to be provided in June 2023.

What are the other components of the Schools Upgrade Fund?

The Schools Upgrade Fund also includes an \$18 million Targeted Round, providing funding for targeted capital projects announced as part of the Government's 2022 election commitments.

A further \$215 million will be provided in 2023 to help public schools meet the cost of important infrastructure projects such as new classrooms, buildings or other major refurbishments and upgrades. The Government will work with state and territory governments to distribute this funding based on need.

Where can schools find out more information?

For more information visit <https://www.education.gov.au/schools-upgrade-fund>.

¹ The Open Round online application form will auto-populate this information based on entered school details.

² For government schools this is the relevant department/directorate of education; for Catholic systemic schools this is generally the state or territory Catholic Education Commission/Office, and for independent schools this is generally the school board.

4 - [Schools Upgrade Fund - Open Round - Closes: February 24, 2023](#)

Closes: February 24, 2023

DECYP needs to approve the application



5 - [Sporting Schools Grants - multiple closing dates](#)

Multiple closing dates

The Tasmanian Community Fund are holding some grant writing workshops around the state that may be worth attending.

Sessions are suitable for first time grant writers or those wanting more information. The sessions are free, and run for 90minutes.

RSVP by emailing admin@tascomfund.org or phoning 6165 8333

[Devonport: February 13 at 1pm](#)

[Wynyard: February 13 at 5pm](#)

[Ulverstone: February 14 at 11am](#)

[Longford: February 15 at 5pm](#)

[Riverside: February 15 at 10.30am](#)

[Triabunna: February 22 at 5pm](#)

[Glenorchy: February 23 at 10.30am](#)

[Sorell: February 23 at 5pm](#)

Contact Us

TASSO is the recognised peak state body representing Tasmanian State School Associations. We provide guidance and assistance to School Association Committees and their members, while advocating for the best educational outcome for all students in State Schools.

Tasmanian Association of State School Organisations (TASSO)

(03)6243 7718

info@tasso.org.au

Visit us at www.tasso.org.au

remember to follow us on [Facebook](#)