**Notice of Annual General Meeting**

Notice is hereby given that in accordance with the Constitution, the Annual General Meeting of the Polish Parents’ Association (PPA) of Tadeusz Kościuszko Polish School in Ealing will be held **at 9.30am on Saturday 18 November 2023 at St. Benedict’s School, Eaton Rise, London, W5 2ES.**

**We would particularly like to invite all existing parents, especially those whose children have joined the school this year.** The AGM is an important opportunity for you to hear how the school has been run over the past year, to ask any questions and to express your opinions over issues raised.

**The proposed agenda:**

1. Welcome.
2. Appointment of Chairman, Assessors and Secretary of the meeting.
3. Approval of the proposed agenda.
4. Approval of the Minutes of the 2022 Annual General Meeting.
5. Presentation of reports by the Chairman, the Head Teacher and the Treasurer.
6. Discussion of reports.
7. Granting discharge of duties of the current Executive Committed (Trustees).
8. Election of the Executive Committee (Trustees) for the year 2023/2024.
9. Appointment of the Committee of Internal Auditors for the year 2023/2024.
10. Approval of the budget for the year 2023/2024.

11.  Any other business / responses to the questions raised by Members.

A copy of this Notice as well the Minutes of the 2022 Annual General Meeting are available on the website at [www.szkola.org](http://www.szkola.org) under the link “Walne Zebranie”. Copies of the Reports for the upcoming AGM will be available on the website under the link “Walne Zebranie”.

Any nominations for Trustees as well as any questions the parents would like to raise at the meeting should be submitted in advance, in writing, to the Chair by email to prezes@szkola.org.

Details of the Trustees’ nominations for members of the Executive Committee for 2023/24 and the Financial Statements for the year 2022/23 will be available on the school website under the link “Walne Zebranie”.

*By order of the Trustees of the Polish Parents’ Association of Tadeusz Kościuszko Polish Saturday School in Ealing*

*Karolina Hernandez, The Secretary*

*27.10.2023*