



Agenda for L3CTA AGM

29 October 2016 10.00 am

1. Welcome, Apologies, Minutes 2015 AGM

2. President's Report

3. Treasurer's Report

4. Secretary's Report

5. Elections of Executive and Committee

Seeking to elect 8+ committee members, to create 4 portfolio teams of 2-3 people:

- President and 2 Vice-Presidents (role includes strategic direction, representation with Department, responding to requests for support from members, run meetings, produce draft minutes for approval and host workshops)
- Treasurer and Assistant Treasurer/s (role includes keeping accounts, advising committee on budget, paying bills, tracking membership subscriptions)
- Membership Secretary and Assistant Membership Secretary/s (role includes communicating with members, checking e-mail account, processing membership applications, responding to or forwarding member enquiries)
- ICT Secretary and Assistant ICT Secretary/s (role includes managing/updating website, running Connect or Facebook communities, keeping electronic archive)

6. Special Business

- Future directions
- Organisational compliance

7. Guest Speaker: Angela Rossen

Morning tea.

The Level 3 Classroom Teacher Association website is <http://www.l3cta.org.au> and email is l3cta@hotmail.com. The Level 3 Classroom Teacher Association is not a part of the Department or funded by it, all positions are honorary and we depend on a strong membership to maintain our independent, professional association and activities and to advocate for our role. The contact e-mail address for Colleen Buck, the L3CT Program Manager at the Department of Education, is L3CT@education.wa.edu.au. This is the address aspirant Level Three Classroom Teachers should use if they seek information on the application process, dates etc., from the Department.