



Amt für Schule
und Weiterbildung

Stadt Münster · 48127 Münster

To the parents
of the students
at the Overbergschule

Höflingerweg 1

Your contact person:

Ute Meyering
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Mein Zeichen (bitte angeben)
40.10.0111

Münster, 5th March 2025

**Vote on changing the type of school of the Overbergschule,
Margaretenstrasse 6, 48145 Münster**

Dear Sir or Madam,

You are the legal guardian (hereinafter referred to as *Parent*) of at least one child who attends the Overbergschule. The headmaster of the Overbergschule, Mr. Sistemich, informed you in December last year that a procedure for changing the type of school from a Catholic primary school to an interdenominational primary school is being sought. The procedure is governed by the North Rhine-Westphalia education act (*Schulgesetz*) and the directive on the procedure for determining the type of primary and secondary schools (*Bestimmungsverfahrensverordnung – BestVerfVO*).

Until 31st January 2025, Parents were given the opportunity to submit an application for the initiation of the determination procedure required for the change. If proper applications for changing the school type were submitted by Parents representing at least 10 % of the pupils, the application must be accepted (according to section 7 para. 4 of the BestVerfVO). With 141 valid applications out of the total number of pupils of 185 (as of 10th January 2025), this requirement was clearly met. The lower school supervisory authority (*Schulaufsichtsbehörde*) has granted the necessary approval to carry out the voting procedure.

As Parents, you can now vote on whether the Overbergschule should be converted from a Catholic primary school into an interdenominational primary school.

The Münster City Council has decided that the Parents' vote will be cast by letter. Parents have one joint vote for each child who attends the Overbergschule. If you want to appoint a proxy to exercise your right to vote, this is only possible for an important reason (according to section 5 para. 5 of the BestVerfVO).

City of Münster

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barrierefrei

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To postal votes, the provisions of the municipal elections act (*Kommunalwahlgesetz*) apply. The required voting documents are attached to this letter. The form and wording of the ballot paper are specified (according to the BestVerfVO, Annex - Sample 3 a).

Please return your ballot paper in good time so that it will be received by the City of Münster **by midnight on 19th March 2025**. You will find more detailed information on submitting your ballot paper in the enclosed documents on postal voting. If necessary to meet the deadline, you can also use the night letterbox in front of town house (*Stadthaus*) 1 at Klemensstrasse 10.

I would like to take this opportunity to call on you to take part in the voting process. Only you, as a selected group of persons, are entitled to vote in this process. Take this opportunity – your vote counts!

The decision on the type of school is based directly on the result of the vote and therefore on the votes you cast. The Overbergschule will be converted from a Catholic primary school into an interdenominational primary school if more than half of the Parents representing the children attending the Overbergschule have voted in favour of the conversion. If this majority is not reached, the Overbergschule will remain a Catholic primary school (according to section 10 para 1 of the BestVerfVO).

If you have any questions about the process, please do not hesitate to contact Mrs. Meyering using the contact details above.

Please understand that a translation into languages other than English is not possible. For translation into further languages, I recommend that you use a translator app.

Kind regards
pp.

Thomas Paal
Municipal Direktor (*Stadtdirektor*)

Attachments:

Guide to the postal voting by letter
Voting paper (*Abstimmungsschein*)
Official ballot paper (*Amtlicher Stimmzettel*)
Inner voting envelope
Voting envelope (pink)