



SIR ELLIS KADOORIE (S) PRIMARY SCHOOL
Parent-Teacher Association
9, Eastern Hospital Road, Sookunpo, Hong Kong.
Tel. No. 2577 3489 Fax. No. 2882 4520

PTA Circular 1/2020-2021

6th October, 2020

Dear Parents/Guardians,

Annual General Meeting 2020-2021 and Invitation as Candidates in the Election for
New Executive Committee Members (2020-2022)

Please be informed that the Annual General Meeting (AGM) of the Parent-Teacher Association will be held on **30th October, 2020 (Friday) at 12:00 noon in the school hall**. On behalf of the Parent-Teacher Association of the school, I would like to **invite all parents to attend this annual major event**.

The main objective of the AGM is to form the new Executive Committee for the current school year. Among the eight parent members, four of them will continue their office this school year, while the other four, who have completed their term of office, need to step down but they have the right to be re-elected if their child is / their children are still studying in this school.

Names of Parents	Status
Mr. Lam Chun Chi, Mrs. Shek Leung Lok Man, Joyce Mrs. Nellie Lalwani, Mrs. Icha Wilson	Have completed their term of office in September, 2020
Mr. Baljinder Singh, Mrs. Lailin Rose Lagrimas Mrs. Lois Wong, Mrs. Zinnia Jones	2 nd year of office in 2020-21

So now, we need to **elect four new parent members** to join the Executive Committee. If there are only four candidates standing for this election, then we will not conduct any voting. The term of office of the four new members will be two years.

The Executive Committee holds around **four regular meetings each year**. The teacher-members and parent-members will sit together to discuss about school affairs, organize activities to work for the best benefit of our children and the parents. We need **enthusiastic and helpful parents** to join the Committee so that we can further improve the work of the PTA. For devoted parents who can spare the time, please do not hesitate and **stand for this election**.

Please also be advised that **an Honorary Auditor** will be elected in the same election. However, the Auditor is not an official member of the Executive Committee. His/Her duty is to supervise the finance of the PTA and he/she does not need to attend the Ex-com meetings.

Please show your intention in supporting PTA in the reply slip and return it to the class teacher of your child **not later than 13th October, 2020 (Tuesday)**.

Regarding PTA membership, please list out the names of your child/children studying in SEKPS. Thank you very much for your attention.

Yours sincerely,

Ms. FUNG Wan-shuen

Vice Chairperson

Reply Slip

PTA Circular 1/2020-2021

(Please return the reply slip to the class teacher **not later than 13.10.2020**)

**Annual General Meeting 2020-2021 and Invitation as Candidates in the Election for
New Executive Committee Members (2020-2022)**

Date: _____

Dear PTA Vice Chairperson,

I have read the PTA Circular 1/2020-2021 and fully understand its content.

- ☐ I **would like to register as a candidate** in the election for the new Executive Committee Members (2020-2022). Please pass a registration form to my child.
- ☐ I **am not going to register as a candidate** in the election for the new Executive Committee Members (2020-2022).

*** Please tick the appropriate box.**

PTA Membership:

	Full Name(s) of children studying in this school	Short Name(s)	Class
1	(the eldest child)		
2			
3			

Pupil's Name: _____ Class: _____

Parent's/Guardian's Name in BLOCK LETTERS: _____

Parent's /Guardian's Signature: _____ Contact Phone Number: _____