



St. Mary's Canossian College Parent Teacher Association

SMCC – P3/1516
25 September 2015

Dear Members,

PTA Annual General Meeting and Election of Executive Committee

We cordially invite you to attend the Annual General Meeting (AGM) and participate in the General Election on **10 October, 2015 (Saturday), at 2:15p.m. in the School Hall.**

The agenda is as follows:

1. Prayer
2. Welcome Remarks
3. Adoption of the Minutes of last AGM
(The minutes of the 23rd AGM has been uploaded on the PTA website at <http://www.smccpta.org/>)
4. Chairperson's Report
5. Treasurer's Report
6. Souvenir & Prize Presentation
7. General Election[#]
 - (i) Candidate Speeches
 - (ii) Votes Casting and Counting (one vote for each family)
8. Refreshments
9. Talk – “Raising Great Children with the 7 Habits”
(Speaker: Ms Ann Ngan, Director of the Hong Kong Academy of Leadership; Representative and Certified Trainer of FranklinCovey Education in Hong Kong)
10. Announcement of Election Results
11. Photo Taking of the PTA Executive Committee

#If you wish to be a candidate / nominate a candidate in the General Election, please complete the attached Executive Committee Election Nomination Form and return it to the General Office on or before 2 October 2015.

Please complete the reply slip below and have it returned to the class teacher on or before **2 October 2015**. We firmly believe that the ultimate target of home-school cooperation is to cultivate best quality St. Marians. Your presence at the AGM is therefore indispensable to this end. **If you are unable to attend the AGM, please complete the attached proxy form and return it together with the reply slip.** We look forward to seeing you at this important annual event. May God bless St. Mary's, our Big Family!

Yours sincerely,

Ms Susanna Chung
Chairperson

Ms Janet Wong
Principal

Class No. _____

Reply Slip

(to be returned on or before 2 October 2015)

*I / my spouse *will / will not be able to attend the PTA AGM to be held on 10th October 2015 .
(* delete whichever is inappropriate)

Question for the speaker : _____

Parent's Name _____

Parent's Signature _____

Date _____

Student's Name _____

Class _____

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