



St. Mary's Canossian College Parent Teacher Association

September 6, 2006

Dear Members,

PTA Annual General Meeting on Saturday, 23 September 2006

The 2006/2007 PTA – AGM will be held on Saturday 23rd September 2006. We cordially invite you to attend this annual event in the school hall at 2:30 p.m. that afternoon. As members of this honorable organization, you have both the right and the responsibility of attending the Annual General Meeting.

As this is the second year of the two-year term of the existing Executive Committee, no election of officers is required. The main focus of this annual event will then be reporting on our School's and the Association's latest developments. The Executive Committee will present a comprehensive but brief report of activities carried out last year as well as the promotion of our new website which everyone is proud of. Our School Principal & Teachers will explain to us new initiatives taken this school year so that we are in a better position to support the school and our daughters.

Even though this is not an election year, we need just as much the generous contributions of our members to serve on various working groups in order to sustain the healthy development of PTA and the school. So please commit or re-commit yourself by filling in and returning the PTA Parent Volunteer Recruitment Form together with the AGM Reply Slip which you should have received through your daughter or you can download it from the PTA website.

As we need to take time to prepare for the AGM, your reply before September 13 would be much appreciated. The Agenda of the meeting will be as follows:

2:15 pm Registration

2:30 pm

1. Prayer
2. Welcome Remark by the School Principal
3. PTA Annual Report by the Chairman and a brief introduction of the New PTA website
4. Annual Financial Statement by the Treasurer
5. Presentation of souvenirs to Mr. Lau Kai Hing – Hon. Auditor
6. Presentation of prizes – Most Improved Students Scholarship 2005/2006
7. New school initiatives in the New School Year
8. Refreshment
9. How will the i-Portfolio and IP / Smart Card function for the school, the parents and students in 2006/2007 – Demonstration by BroadLearning Education (Asia) Ltd

We look forward to welcoming you all in the 2006/2007 AGM. May God bless you and St Mary's, our Big Family!

Yours sincerely,

Daniel Suen
Chairman

Sister Bernadette Au
Principal

Class No. _____

AGM - Reply Slip

(Return on or before September 13, 2006)

I / My spouse will be able / will not be able to attend the AGM held on September 23, 2006 and the Parent's Particulars & Parent Volunteer Recruitment Form is also attached.

(*delete whichever is inappropriate)

Parent's Name: _____ Parent's Signature: _____ Date: _____

Student's Name: _____ Class: _____