



St. Mary's Canossian College Parent Teacher Association

smcc-P11/1920

7 November 2019

**Contributions to the School Improvement Fund**

Dear Parents,

We are writing to appeal to your contributions to the School Improvement Fund which is set up to provide quality education to your daughters.

At St. Mary's, we are striving to provide learning and teaching resources that are above standard, such as eClass Cloud service, email filtering service, on-line platforms for students' self-learning in languages, bulk printing service for all classes and group personal accident insurance, just to name a few. In order to sustain the present standard of resources and facilities provided for teaching and learning and with a view to further enhance such provisions, the school requires additional financial supports other than those funded by the Government.

Since November 2008, each student has contributed a one-off payment of **\$250** to the School Improvement Fund each year. Stringent procedures have been drawn up to govern the spending sponsored by the Fund which is held in a separate ledger monitored by both the PTA and the school. A financial report of the use of the Fund is also presented in the PTA Annual General Meeting and the PTA newsletter. The Fund is audited annually too.

Kindly hand in the payment together with the reply slip to the Class Teacher of your daughter **on or before 13 November 2019**. Please write a cheque payable to '**St. Mary's Canossian College Parent Teacher Association**' with your daughter's name, class and class number marked on the back. In order to save paper, receipts are only issued upon request.

Let's work together for quality education for your daughters. God's love & blessings on you and your family!

Yours sincerely,

Ms. Prudence LAI  
Chairperson of PTA

Ms. Janet WONG  
Principal

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Class: \_\_\_\_\_ Class No.: \_\_\_\_\_

Reply Slip

(To be returned to Class Teacher by 13 November 2019)

To: Ms. Lai, PTA Chairperson

Your circular letter dated 7 November 2019 concerning 'Contributions to the School Improvement Fund' has been read and noted fully.

Enclosed please find a cheque (no. \_\_\_\_\_) of HK\$250.00 as contribution to the School Improvement Fund.

Name of Student: \_\_\_\_\_

Name of Parent: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_



## 嘉諾撒聖瑪利書院家長教師會

smcc-P11/1920

各位家長：

### 為「學校改善計劃基金」籌募經費

為了為閣下的女兒提供更優質的教育，改善學校教與學的設施，拓展各項資源是重要的一環。鑑於教育局現時提供的支援有限，故此校方特意致函閣下，誠望閣下能在經濟上為「學校改善計劃」出一分力。

本校為了提高教與學的效能，擬優化現有資源，務求令它更多元化，其中包括雲端電子學習平台年費、電子郵件過濾服務、供學生自學語文的網上平台、各班大量印刷服務及團體意外保險等。為了支援上述各項資源於日後的發展，除了倚賴政府的撥款外，校方還須自行籌集資金。

自二零零八年十一月起，學生每學年繳付**二百五十元正**，作為對「學校改善計劃」的支持。基金存放於本會戶口的一項分類賬中，而一切運作會由家教會及校方嚴密監控。此基金之運作詳情會在周年會員大會及會訊中匯報，並由核數師核實帳目。

請以支票繳款（抬頭請寫「**嘉諾撒聖瑪利書院家長教師會**」，背面寫上女兒的姓名、班別和學號），並於**十一月十三日或以前**連同以下回條交回班主任。為了響應環保，除非有特別要求，否則一律不發收據。

讓我們一同攜手發揮家校合作的精神，為我們的下一代能享有優質的教育而努力。

主祐

平安

家長教師會主席 黎寶君 校長 黃慧珍

謹啟

二零一九年十一月七日

✂

班別：\_\_\_\_\_ 學號：\_\_\_\_\_

回條

（請於十一月十三日或以前交回班主任）

黎主席：

敬悉有關「學校改善計劃基金」之信函，現附上支票乙張（支票號碼\_\_\_\_\_），作為擴充教與學資源之用。

學生姓名：\_\_\_\_\_

家長簽署：\_\_\_\_\_

日期：\_\_\_\_\_

家長姓名：\_\_\_\_\_

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