



Parent-Teacher Association of Hong Kong Christian Service Pui Oi School  
PTA Notice: 2019/20\_06

6<sup>th</sup> July, 2020

Dear Parents,

**Re: Annual General Meeting of PTA cum Election of the Eighteenth Executive Committee**

The Eighteenth Annual General Meeting (AGM) of the Parent-Teacher Association (PTA) will be held on Tuesday, 1<sup>st</sup> September 2020. Election of the PTA's Nineteenth Executive Committee will take place on the same occasion. Details of the event are as follows:

- Date: Tuesday, 1<sup>st</sup> September, 2020.
- Time: Immediately following the School Commencement Ceremony (around 10:00 am)
- Venue: The Hall of Hong Kong Christian Service Pui Oi School
- Remarks: Parents intend to run for office in the PTA's Nineteenth Executive Committee election should complete the Candidate's Election Platform form (attached) and return it to the PTA. Parents who are unable to attend the AGM and cast their votes in person can fill in the Proxy Form (attached) and return it to the PTA one day before the AGM.

Should there be enquiries, please contact Mr. Cheung, Vice Chairperson of the PTA, at 2490 2955.

Yours sincerely,

Ms. SIU Hoi Man, Chairperson, PTA of Hong Kong Christian Service Pui Oi School

**Appendix 1:** Notice and Agenda for the Eighteenth Annual General Meeting of the PTA

**Appendix 2:** Proxy Form for the Eighteenth Annual General Meeting of the PTA

**Appendix 3:** Candidate's Election Platform for the Election of the PTA's Nineteenth Executive Committee



Appendix 1

Hong Kong Christian Service Pui Oi School  
Notice for the Eighteenth (2019-20) Annual General Meeting of the Parent-Teacher Association

6<sup>th</sup> July, 2020

Notice is hereby given that the above meeting will be held on Tuesday, 1<sup>st</sup> September, 2020, in the Hall of Hong Kong Christian Service Pui Oi School. Details and agenda of the meeting are as follows:

Date: Tuesday, 1<sup>st</sup> September, 2020.

Time: Immediately following the School Commencement Ceremony (around 10:00 am)

Venue: The Hall of Hong Kong Christian Service Pui Oi School

Agenda:

1. Minutes of the Seventeenth (2018-19) Annual General Meeting
2. Summary report of the Parent-Teacher Association
3. Financial report of the Parent-Teacher Association
4. Election of the Parent-Teacher Association's Nineteenth Executive Committee
5. Announcement of the Nineteenth Executive Committee
6. Any other business

All members of the Parent-Teacher Association are requested to bring along the agenda and attend the above meeting or to authorize (by filling in the attached Proxy Form) a representative to vote on their behalf in the above meeting. Any member who intends to run for office in the Nineteenth Executive Committee should complete the Candidate's Election Platform form (attached) and return it to the PTA one day before the AGM.

Ms. SIU Hoi Man, Chairperson, PTA of Hong Kong Christian Service Pui Oi School



Hong Kong Christian Service Pui Oi School  
The Eighteenth (2019-20) Annual General Meeting of the Parent-Teacher Association

To: Hong Kong Christian Service Pui Oi School  
From: (Member's name) \_\_\_\_\_ (parent of \_\_\_\_\_)  
Date: \_\_\_\_\_  
Subject: Proxy Form for the Eighteenth (2019-20) Annual General Meeting

Dear Chairperson of the Parent-Teacher Association,

I \_\_\_\_\_, a member of the PTA of HKCS Pui Oi School, hereby appoint  
 the Chairperson of the PTA

\*(member's name) \_\_\_\_\_ (\_\_\_\_\_ 's parent)

to vote for me and on my behalf in the 18<sup>th</sup> Annual General Meeting of the PTA on Tuesday,  
1<sup>st</sup> September, 2020.

I understand that this form must reach the PTA not later than 24 hours before the Annual General Meeting and that the vote(s) made by my designated representative in the Annual General Meeting will be fully endorsed by me. I will take responsibility for the consequences of my decision about the aforementioned appointment.

Signature: \_\_\_\_\_

\* If you appoint another person to vote for you, please write down the name of the representative.

(回條請交予李嘉敏社工)



**Hong Kong Christian Service Pui Oi School**  
**Election of the Nineteenth (2020-21) Executive Committee**  
**of the Parent-Teacher Association**

**Candidate's Election Platform**

<b>Name of Member</b>		<b>Name of Student</b>	
<b>Occupation</b>			
<b>Election Platform</b>			

(回條請交予李嘉敏社工)