



YAN OI TONG
Tin Ka Ping Secondary School

仁愛堂田家炳中學

Shan King Estate, Tuen Mun, N.T., Hong Kong.

香港新界屯門山景邨

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No.23-24/07

8 September 2023

Election of the Parent-Teacher Association
Executive Committee Members

Dear Parents,

The Parent-Teacher Association of our School was established in 1995. The Association has been growing rapidly since then. On one hand, it is due to the supports of our many parents. On the other hand, our Executive Committee Members have also put in a lot of efforts to ensure that the Association runs smoothly. This year, the 17th Annual General Meeting of our Parent-Teacher Association is scheduled to be held on 26 November 2023 (Sunday). The election of the new Executive Committee Members will also be held on that day.

I hereby write to invite you to stand for election to become one of the PTA Executive Committee Members. Your participation can make a difference to the students' life. Please fill in the reply form below and ask your children to return it to the School Office by 25 October.

There are 13 members in the PTA Executive Committee. Six of them are teacher representatives appointed by the School and the seven parent members are elected in the Annual General Meeting. The parent members will then elect among themselves to become the Chairperson, Vice-Chairperson, General Secretary, Treasurer, General Affairs Secretary and Recreations Secretary.

Thank you for your attention and we look forward to your participation in the election.

Yours faithfully,
Executive Committee
Parent-Teacher Association
Yan Oi Tong Tin Ka Ping Secondary School

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Reply Slip (To be returned to form teacher by 25/10)

To: Executive Committee
Parent-Teacher Association

I am aware of the matters related to the election of the new PTA Executive Committee Members and

will participate in the Executive Committee Member election.

(Day Time Contact Number: _____. The School Office will contact you soon regarding the election.)

will not participate in the Executive Committee Member election.

Class: _____ Class No.: _____

Name of student : _____

Parent Signature: _____

No. 23/24/07

Yan Oi Tong Tin Ka Ping Secondary School
Parent-Teacher Association
17th Executive Committee Election
(2023 - 2025)

Candidate's Self-Introduction

(Please return back the data on this page to Ms Tang at the School Office by 25/10/2023)

Name: _____ Employment Status: _____

Parent of the Student(s): _____(S.) _____(S.)

The Association will compile a list of candidates and provide their self-introductions for parents' reference when casting their votes.

The data collected will only be used for this election ONLY.