



Ref no: PTA001E

2nd September, 2019

Dear P.1-6 Parents/Guardians,

Re: 14th Incorporated Management Committee's Parent Manager Election Nomination

Since the implementation of school-based management in all public sector schools in 2004, the Education Department has promoted the participation of key stakeholders in school management and decision-making. Our school has set up the incorporated management committee on 31st August 2006, and according to the education ordinance, there shall be at least one parent manager in the IMC and where the IMC constitution provides only one parent manager, an alternate parent manager shall also be provided. We are now organizing an election for the parent manager committee for the 14th Incorporated Management Committee. The details are as follows:

1. Term of service: 1st September 2019- 31st August 2020
2. Vacancy : One parent manager and an alternate parent manager (Parent who gets the highest votes will be the parent manager, parent who gets the second highest votes will be the alternate parent manager)
3. Nomination deadline: 9th September 2020
4. Nomination method: Please fill in the reply slip and hand it to the class teacher before 9th September. (Candidates' information will be distributed on 16th September, 2019)
5. Date of voting: 27th September 2019, from 8:00 a.m. to 3:30 p.m. (Parents can cast the vote themselves or through the student by putting the ballot paper in a sealed envelope)
6. Counting session: 27th September 2019, 3:45 p.m. (Parents are welcomed to join and monitor the counting)
7. Date of announcing results: 8th October, 2019 (A letter will be issued to inform all parents of the results of the election)

Remark:

1. Please read appendix for further information.
2. The 13th Incorporated Management Committee's Parent Manager is Mr. Jason Paul Gerber (Parent of P.5C Gerber Robert Jason Salonga) and the alternate parent manager is Mr. Ho, Sik Leung Alex (Parent of P.5A Lennox Ho and P.4A Valiant Ho)

Yours faithfully,

Mimi Lok

Ms Mimi Lok Hoi Yan
Returning Officer

-----Reply Slip-----

To the School (Ref no: PTA001E)

Regarding the 14th Incorporated Management Committee's Parent Manager Election,

*Tick the appropriate box.

- I would like to nominate myself as one of the candidates.
- I would like to nominate _____ to be one of the candidates. Parent of _____ of class _____.
(each family can nominate 1 candidate only)
- I would not like to make a nomination.

Name of student : _____ ()

Class: _____

Signature of parent: _____

Date: _____