



St. Stephen's College Parent-Teacher Association

22, TungTau Wan Road, Stanley, Hong Kong. Tel: 2813 0360 Fax: 2813 7311

聖士提反書院家長教師會

香港赤柱東頭灣道 22 號. 電話: 2813 0360 傳真: 2813 7311

4th September 2018

Dear Parents/Guardians:

2018-19 PTA Annual General Meeting

Date : 29th September, 2018 (Saturday)

Time: 1:40 pm – 5:30 pm

Venue: Tang Shiu Kin Hall, St. Stephen's College

For this year's Annual General Meeting (AGM), PTA has invited a renowned speaker, Ms. Zandra Mok to share with us. We have also scheduled a parent-class teacher conference for all parents. The Principal and all teaching staff will attend the event to answer inquiries and update parents on their children's performance at school.

If you are interested to be a candidate for the new PTA EXCO Committee Election, please fill in the attached application form and return it to the general office on or before 17th September 2018.

We would like you to join us at the AGM and the Parent-Class Teacher Conference . Please reply to eClass on or before Friday, 17th September 2018. For enquiries, please contact Ms. Su Liu at 9150 7781 and Mr. Clinton Chong at 2813 0360.



Ms. Su Liu

Chairlady, St Stephen's College Parent-Teacher Association



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親愛的家長/監護人:

2018-2019 年度家長教師會 (PTA) 周年會員大會

二零一八年至二零一九年度周年會員大會將於本年九月二十九日舉行，同時本年將進行 2018-2020 年度理事會成員大選。如有興趣參選，請填妥所附表格，於二零一八年九月十七日(星期一)前交回本校校務署。我們衷心邀請閣下出席是次大會，詳情如下：

日期：二零一八年九月二十九日 (星期六)

時間：下午一時四十分至五時三十分

地點：聖士提反書院鄧肇堅堂

我們誠邀閣下出席是次周年會員大會，屆時校長及全體老師將會出席是次活動，家長可以與老師直接面談，以瞭解學生在校內的學習情況，是次活動將是增進家長與老師溝通的好機會。請於二零一八年九月十七日(星期一)或之前回覆學校內聯網通告。若有查詢，請致電 9150 7781 聯絡劉素女士或 2318 0360 聯絡張庭霖老師。



聖士提反書院家長教師會
主席 劉素女士謹啟

二零一八年九月四日

2018-19 / 025 / 1CKL



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2018-19 PTA Annual General Meeting

2018-2019 年度家長教師會 (PTA) 周年會員大會

Programme Rundown (程序)

Time (p.m.) 時間	Programme 程序	Venue 地點
1:40 – 2:00	Reception and Registration 接待及登記	TSK Hall 鄧肇堅堂
2:00 – 2:15	General Overview and Financial Report of the PTA 2017 – 18 2017-18 年度 PTA 會務及財務報告	
2:15 – 2:40	Election of 2018 – 2020 PTA EXCO Members 2018-2020 年度 PTA 理事會成員大選	
2:40 – 3:40	Talk by Ms. Zandra Mok, Speech Therapist 專題講座 - 言語治療師莫宜端女士	
3:40 – 4:00	Refreshment 茶點	
4:00 – 4:20	Introducing the new Home-School Communication Platform 新家校溝通平台介紹	TSK Hall 鄧肇堅堂
4:20 - 4:30	Announcement of Election Results / Sharing by the newly elected EXCOs 公佈選舉結果/新一屆理事會成員分享	
4:30 - 5:30	S1 - S6 : Parents Meeting with Class Teachers 中一至中六家長與班主任面談	Classrooms 各班房
	IB Parents Meeting with Class Teachers IB 課程家長與班主任面談	TSK Hall 鄧肇堅堂

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Deadline for submission:
17th September 2018
截止日期: 2018 年 9 月 17 日

St. Stephen's College Parent-Teacher Association
2018-2020 SSCPTA EXCO Candidate Election Form

本人現登記成為聖士提反書院家長教師會 2018 - 2020 年度理事會成員之候選人。本人明白是次選舉將於二零一八年九月二十九日下午二時之周年會員大會中舉行，若本人未能出席是次周年會員大會，本人之候選人資格將會被取消。

I, _____ (name of the candidate in PRINT) hereby register to become a candidate of the St. Stephen's College Parent-Teachers Association. I understand that the coming election will be held during the Annual General Meeting (AGM) of the Association at 2:00 p.m. on September 29th 2018, and my candidacy will be cancelled in case of absence due to any reasons.

姓名 (英文) (中文)
Name: _____ (English) _____ (Chinese)

教育程度 職業
Education Level: _____ Occupation: _____

電話號碼 (辦公室) (住宅)
Telephone No.: _____ (Office) _____ (Home)
_____ (手提) _____ (傳真)
_____ (Mobile) _____ (Fax)

電郵
Email: _____

就讀聖士提反書院子女的資料:

Particulars of Children Studying in St. Stephen's College:

姓名(中文)
Name in Chinese

姓名(英文)
Name in English

班別
Class

<u>Name in Chinese</u>	<u>Name in English</u>	<u>Class</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Signed and dated 簽署及日期)

候選人簡介 (不多於 30 字，將會刊登在選票上):

Brief Introduction of Candidate (not more than 30 words, will be printed on the ballot paper):



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Letter of Proxy
for the election of
The 2018-2020 Executive Committee Members Election

I _____ parent / guardian of _____ Form _____

being not able to attend the announced forthcoming Annual General Meeting, hereby appoint

Mr./Miss/Mrs. _____ as my proxy in the election of the Committee members.

(signed and dated)

(Please pass filled proxy form to the proxy holder)

----- (Please don't cut. 請勿剪開) -----

**2018 – 2020 年度 理事會 理事選舉
委託書**

本人 _____ (中) _____ 學生 _____ 之家長/監護人，

因未能出席週年會員大會，特此委託 _____ 先生/女士，

代本人在會上執行選舉權，選出下屆理事會理事。

(簽署及日期)

(請將填妥委託書交給受委託人)