



**DELIA MEMORIAL SCHOOL (BROADWAY)  
PARENT-TEACHER ASSOCIATION**

**Notice on The 12<sup>th</sup> Annual General Meeting (2009-10)**

16<sup>th</sup> November, 2009

Dear fellow parent/guardian,

The Parent-Teacher Association (PTA) will hold the 12<sup>th</sup> Annual General Meeting from 6:30 – 9:00 p.m. on Friday, 18<sup>th</sup> December, 2009. In the AGM, the new PTA Standing Committee members will be elected for the coming year i.e. the Chairperson and the vice-treasurer. In the AGM, the PTA annual report and financial report will be given. There is a reception (food and drink is served) for all members (parents and teachers) who attend the AGM. The programme rundown is as follows:

- 6:30 p.m. – 7:20p.m. Reception (food & drink is served) – School Hall
- 7:25 p.m. – 8: 45 p.m. PTA Annual General Meeting (AGM) – Annual Reports, Students performances and Election of the Standing Committee – School Hall

All PTA members are invited to attend this annual event. We are also glad to invite you to take part as a candidate in the election. Besides the two parent-members who are elected to be the Chairperson and the vice-treasurer, other parent candidates who stand in the PTA committee election will be invited to join the PTA committee. Please join us to extend the work of the PTA.

We would like to get some information from you in order to facilitate the election. Please fill in the reply slip below and ask your child/ward to return to the class-teacher on or before Monday, 30<sup>th</sup> November, 2009. Thank you very much for your attention.

Yours sincerely,

  
Mr Mahmood (Chairperson)

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**Delia Memorial School (Broadway) Parent-Teacher Association**  
**The 12<sup>th</sup> Annual General Meeting – Committee (2009-10) Election – Reply Slip (PN\_0910\_071)**

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

- Dear Mr Mahmood,
- I **WILL attend** the AGM on Friday, 18th Dec, 09 **and WILL stand** for the PTA Standing Committee Election. *And my information is given below.*
  - I **WILL attend** the AGM on Friday, 18th Dec, 09 **but WILL NOT stand** for the PTA Standing Committee Election.
  - I **WILL NOT attend** the AGM on Friday, 18th Dec, 09 **and WILL NOT stand** for the PTA Standing Committee Election.
- Please ✓ the appropriate box.**

**Candidate Information**

Name of parent:	Name of Student:	Recent Photo of parent
Occupation:	Class & No.:	
Reason to stand for election:		

**Note: Please write neatly as the information given will be printed on the ballot paper.**

Name of Parent: \_\_\_\_\_ Parent's Signature: \_\_\_\_\_  
 Contact Phone No.: \_\_\_\_\_ Class: \_\_\_\_\_ Class No.: \_\_\_\_\_  
 Name of Student: \_\_\_\_\_