



LUNG KONG WORLD FEDERATION SCHOOL
LAU TAK YUNG MEMORIAL PRIMARY SCHOOL
PARENT TEACHER ASSOCIATION

ADDRESS : 263, WU CHUI RD, TUEN MUN

TEL : 2404 5333 / 2441 1772

PTA20-005E

Dear Parents/ Guardians,

8th December, 2020

Matters concerning “Election of the Executive Committees of the 22nd Parent-Teacher Association (PTA)”

The executive committees of the 22nd Parent-Teacher Association will soon be elected by the PTA. According to the regulations of the PTA, the executive committees consists of 13 officers: 6 school representatives and 7 parent representatives. The candidate profiles are attached for reference. Please cast your vote. Details are as follows:

Voting Regulations:

1. The voting is conducted by secret ballot. Each family is represented by senior student.
2. Each family is given 1 ballot.
3. Put ONE tick (✓) in the box next to the candidate on the ballot paper.
4. At least 1 candidate and up to 7 candidates can be selected for each ballot. All empty ballots, spaces with more than one tick (✓) and ballots with more than 7 candidates selected will be considered as invalid. Please sign beside any amendments.
5. Since this election of committee members is of great significance to the association, parents are strongly invited to vote. Please refer to the candidates' profiles as your reference.
6. Executive members of the Parent-Teacher Association will be selected. Candidates with the highest number of votes will become the Chairman of the PTA. Job positions will be allocated for remaining candidates in the first PTA meeting.
7. Please put the ballot in the return envelope enclosed and send it to the school by post before 4th January, 2021 (Monday).

Scrutineers Representatives:

Parent Representatives: 3 people, School Representatives: 3 people

Voting Schedule:

1. Ballot Mailing Date: 16th December, 2020 (Wednesday) to 4th January, 2021 (Monday)
2. Deadline for Voting: 4th January, 2021 (Monday)

Due to the epidemic, the Education Bureau suggests suspending any group gatherings. Therefore, the 2020-2021 Incorporated Management Committee Parent Manager Election, the 22nd Parent-Teacher Association Executive and Committee Member Election cum Inauguration Ceremony will be cancelled. The Certificate of Appreciation and Letter of Appointment of the PTA executive committees will be issued afterwards. Financial report of the PTA will be uploaded on the school's website. If there are any queries, please call 24045333.

Yours faithfully,
Miss Cheng Cheuk Ying
Electoral Officer