

SINGAPORE INTERNATIONAL SCHOOL

PARENT TEACHER ASSOCIATION

23 Nam Long Shan Road, Aberdeen, Hong Kong.

9 October 2007

Dear SIS Parents

Singapore International School PTA Annual General Meeting

The Annual General Meeting (AGM) of SIS Parent Teacher Association is scheduled on 17 October 2007 (Wednesday). Notice of AGM and a Nomination Form for the Exco Committee (2007/08) are attached for your attention.

Jointly with the AGM, the PTA will hold its Class Representatives Meeting. Separate invitations will be extended to our parent reps to join the Meeting and AGM. The two events are both social gatherings and forums for information. The programme schedule is as follows:

Class Representatives Meeting	:	3.00pm – 3.45pm
Refreshment Break	:	3.45pm – 4.00pm
AGM	:	4.00pm – 4.15pm

We hope you could confirm your attendance for the AGM by filling up the reply form attached below and returning that to school office by 12 October 2007. The Nomination Form is for anyone wishing to become a PTA Committee member or if one wishes to nominate another parent. If you have further concerns, please e-mail to pta@singapore.edu.hk.

We look forward to your presence on that day.

Yours sincerely

Hilda Fong (Ms)
Chairperson
SIS-PTA 2006/07

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AGM Reply Slip

Please return by Friday, 12 October to SIS-PTA, by mail or fax no: 2872 0431

I/We will attend the AGM of SIS-PTA

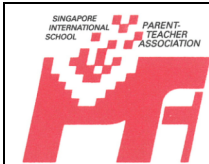
Nos.

Name: _____

Contact no: _____

Email: _____ Child's name: _____

Class: _____



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PARENT TEACHER ASSOCIATION

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SINGAPORE INTERNATIONAL SCHOOL PARENT-TEACHER ASSOCIATION

ANNUAL GENERAL MEETING

Wednesday, 17 October 2007

Notice of Annual General Meeting

Date: 17 October 2007

Time: Class Representatives' Meeting: 3pm – 3.45pm

Refreshments: 3.45pm – 4pm

AGM: 4pm – 4.15pm

Venue: SIS Conference Room, L6

Agenda

- 1) Report on PTA activities in 2006/07
- 2) Presentation of annual accounts for the year ended 31 August 2007
- 3) Re-appointment of Auditors for the Association
- 4) Election of PTA Executive Committee 2007/08
- 5) Any other business

Nomination Form

I wish to propose the person named below for the election to the SIS-PTA Executive Committee for the year 2007-2008:

Name of Nominee:

Parent of:Class:

Nominated by:

Seconded by:

This nomination form should be returned to the School Office on/before 12 October 2007 (Fax: 2872 0431). Nominations will also be accepted from the floor during the Annual General Meeting. Should you have any queries, please contact Ms Hilda Fong, Chairperson, SIS-PTA by email: pta@singapore.edu.hk