

**Pui Shing Catholic Secondary School**

**Parent-Teacher Association Circular**

“Be strong and of good courage, do not fear or be in dread of them: for it is the LORD your God who goes with you; he will not fail you or forsake you.” -Deuteronomy 31:6

No. PRT005E/22-23

24<sup>th</sup> April, 2023

Dear Parents,

Election of Parent Manager (6th Session) of the Incorporated Management Committee

Election Guides & Information of Candidates

Our Parent Teacher Association has received 2 candidates of the Parent Managers Election of IMC. Every Parent should vote individually and should have only one vote irrespective of the number of children he/she at the school.

Please read carefully the “Election Procedures” overleaf before casting vote. Electors should cast their ballot paper into the ballot box in person, by post or through their child before 30<sup>th</sup> May 2023. For the introduction of the candidates, please refer to the attached document.

If you have any further enquiries, please contact Ms. Lee Sze Nga or Ms. Wong Ka Yan at 24450800.



Mr Shum Tat Ming Daniel  
The Returning Officer

----- ✂ -----  
(No. PRT005E/22-23)

**PTA Circular reply slip**

(Please return the slip to class teacher on or before 10<sup>th</sup> May, 2023)


To: PTA Chairman,

I know the content of the PTA circular regarding “Parent Manager (6th Session) of the Incorporated Management Committee”.

Name of student : \_\_\_\_\_ Class: \_\_\_\_\_ Class no. \_\_\_\_\_  
Parents' signature : \_\_\_\_\_  
Parents' name : \_\_\_\_\_  
Date: \_\_\_\_\_


Parent Manager (6th Session) of the Incorporated Management Committee  
Introduction of Candidates

## Candidate No.1

Chinese Name:	江敏儀	
Name:	KONG MAN YEE	
Occupation:	Housewife	
Education Level:	Secondary	
Child currently studying in the school:	2E Chan Tsz Ching	
<u>Candidate's introduction:</u>		
<p>I believe all students are unique and have their own talent. I wish more opportunities for students to help them attain all-round development, especially the support and caring for those SEN students. For parents of those SEN students, they are having lots of stress. They not only have conflict with their children, but also lack of support from their family members. I hope there will be a platform for those parents to support each other at school.</p>		

1. I solemnly and sincerely declare as follows: I have read the 30<sup>th</sup> Article of Education Ordinance and ethical conduct required in the Parent Manager Election and fulfilled its qualifications.
2. The information provided on this form is true and correct. I agree that the Returning Officer can ask for relevant evidence if necessary;
3. I consent to allow the PTA to use the information provided by me for the Election of Parent Manager (6<sup>th</sup> Session) of the IMC.

## Candidate No.2

Chinese Name:	洗潔玲	
Name:	SIN KIT LING	
Occupation:	Clerk	
Education Level:	Secondary	
Child currently studying in the school:	2E Chaw Chung Yu	
<p><u>Candidate's introduction:</u></p> <p>I would like to work with the school as well as our parents. I hope to let parents have more understanding of the school policy and regulations. Besides, I hope parents can feel the love and support from the school, especially some special arrangement for our SEN students .</p> <p>I have served at the Hong Kong Volunteers Federation and Hong Kong Federation of Woman's Centers, including visiting the elderly, childcaring in the community and cleaning the apartment, etc.</p>		

1. I solemnly and sincerely declare as follows: I have read the 30<sup>th</sup> Article of Education Ordinance and ethical conduct required in the Parent Manager Election and fulfilled its qualifications.
2. The information provided on this form is true and correct. I agree that the Returning Officer can ask for relevant evidence if necessary;
3. I consent to allow the PTA to use the information provided by me for the Election of Parent Manager (6<sup>th</sup> Session) of the IMC.

## Election and Vote counting procedures

All parents please pay attention to the following election procedures.

1. Elector's eligibility: All parents of current students of the School are eligible to vote. Every eligible elector has equal voting right. Every parent should vote individually and should have only one vote irrespective of the number of children he/she has at the School.
2. Voting Date: From 2<sup>nd</sup> May to 30<sup>th</sup> May 2023 (Before 4pm).
3. Voting method
  - a) The voting will be conducted by secret ballot, i.e. electors are not allowed to put down their names or any other marks of identification on the ballot paper and should not let other electors see whom they have voted for. Electors should cast their ballot paper into the ballot box in person, by post or through their child.
  - b) A locked ballot box will be prepared in the library. The key will be kept by the returning officer of the parent manager election.
4. Details of Votes Counting
  - a) Date of votes counting: The Returning Officer will conduct a votes counting session in School from 4:00 pm to 4:30 pm on 31<sup>st</sup> May 2023. All parents, candidates and the school principal are invited to witness the counting of votes.
  - b) A ballot paper will be deemed to be invalid if:
    - (i) The number of candidates marked on the ballot paper exceeds the number that is allowed.
    - (ii) The ballot paper has not been marked properly; or
    - (iii) the ballot paper is marked in such a way that the identity of the elector can be traced.
  - c) Candidate who obtains the greatest number of votes will be nominated for registration as the parent manager whereas the one who obtains the next greatest number of votes will be nominated for registration as the alternate parent manager.
  - d) If the numbers of votes for the candidates are the same, then the election will be settled by lot.
5. Announcing results: The Returning Officer will announce the election result after the votes counting session informing all parents of the results of the election through Apps and school intranet on or before 1<sup>st</sup> June 2023.
6. Appeal mechanism: Unsuccessful candidate may, within two week of the announcement, appeal to our PTA in writing together with the reasons. Our PTA executive committee members will hold a meeting to discuss the appeal.

天主教培聖中學  
Pui Shing Catholic Secondary School  
2023-2025  
第六屆法團校董會家長校董選舉  
Election of Parent Manager  
選票  
Ballot Paper

投票日期 Voting Date : 2/5/2023 – 30/5/2023(4:00pm)

填寫選票前請細閱「投票人須知」。

Please read carefully the “Election Procedures” overleaf before casting vote.

請用藍色或黑色原子筆在選票上候選人姓名旁邊的括號內加上「✓」號。你在選票上所填的「✓」號，不能超過一個，否則，選票便會作廢。

Please use a blue or black ball-point pen to mark a 「✓」 in the box against the name of the candidate you vote for. The number of 「✓」 you marked on the ballot paper should not be more than one of the vacancies. Otherwise, your ballot paper will be considered null and void.

Candidate No. 候選人編號	Candidate 候選人		Mark a “✓” in the bracket against the name of the candidate you vote for 請在括號內加上「✓」
	Name in Chinese 中文姓名	Name in English 英文姓名	
No.1 1 號	江敏儀	KONG MAN YEE	(                    )
No.2 2 號	冼潔玲	SIN KIT LING	(                    )

### 投票人須知

#### Directions for Voting

- 除「✓」號外，請勿在選票上劃上其他記號，否則選票便會作廢。  
Put no other marks on the ballot paper other than the mark 「✓」 or it will be considered null and void.
- 將選票對摺，切勿讓他人看見你的選擇。投票是保密的。  
Fold the ballot paper into two and do not let anyone see whom you vote for. The ballot is secret.
- 將選票放入本校一樓圖書館服務台的投票箱內。  
Put the ballot paper into the ballot box, placed in the school library.

天主教培聖中學  
Pui Shing Catholic Secondary School  
2023-2025  
第六屆法團校董會家長校董選舉  
Election of Parent Manager  
選票  
Ballot Paper

投票日期 Voting Date : 2/5/2023 – 30/5/2023(4:00pm)

填寫選票前請細閱「投票人須知」。

Please read carefully the “Election Procedures” overleaf before casting vote.

請用藍色或黑色原子筆在選票上候選人姓名旁邊的括號內加上「✓」號。你在選票上所填的「✓」號，不能超過一個，否則，選票便會作廢。

Please use a blue or black ball-point pen to mark a 「✓」 in the box against the name of the candidate you vote for. The number of 「✓」 you marked on the ballot paper should not be more than one of the vacancies. Otherwise, your ballot paper will be considered null and void.

Candidate No. 候選人編號	Candidate 候選人		Mark a “✓” in the bracket against the name of the candidate you vote for 請在括號內加上「✓」
	Name in Chinese 中文姓名	Name in English 英文姓名	
No.1 1 號	江敏儀	KONG MAN YEE	(            )
No.2 2 號	冼潔玲	SIN KIT LING	(            )

### 投票人須知

#### Directions for Voting

4. 除「✓」號外，請勿在選票上劃上其他記號，否則選票便會作廢。  
Put no other marks on the ballot paper other than the mark 「✓」 or it will be considered null and void.
5. 將選票對摺，切勿讓他人看見你的選擇。投票是保密的。  
Fold the ballot paper into two and do not let anyone see whom you vote for. The ballot is secret.
6. 將選票放入本校一樓圖書館服務台的投票箱內。  
Put the ballot paper into the ballot box, placed in the school library.