



ST JOSEPH'S INSTITUTION JUNIOR

A Lasallian School of the *De La Salle* Brothers

REF: SJIJ/2019/01/834

4 January 2019

Dear Parents/Guardians,

PARENT-TEACHER ASSOCIATION 50TH ANNUAL GENERAL MEETING AND PARENT ENGAGEMENT SESSION

The 50th Annual General Meeting (AGM) of the St Joseph's Institution Junior Parent-Teacher-Association (PTA) will be held on:

Date: Saturday, 12 January 2019
Time: 8.30 a.m. to 12.00pm
Venue: School Hall

This year's PTA AGM will start with breakfast, followed by the AGM proper, and a **"Family-Bonding Upcycling Workshop"** where participants will learn how to upcycle old materials to make interesting crafts!

Our school's PTA is fifty years old and we are happy to add that it has served the school well and has remained as active as ever. We wish to encourage all parents to attend this AGM as you are an important stakeholder to the school. In the AGM, we will be electing a new team of parents to support the school in promoting the general welfare and well-being of the pupils.

The agenda of the AGM is as follows:

- 1) To confirm the minutes of the 49th AGM held on 13 Jan 2018
- 2) To receive and adopt the President's Report for 2018
- 3) To receive and adopt the Statement of Accounts of the Association for 2018
- 4) To elect members of the Management Committee and Honorary Auditors for 2019-2020

If you wish to stand for election, the term of office will be for one year from the date of the AGM to 31st January 2020. Meetings will be held at least once a term and when there are activities to be organized. You can stand for election as President, Vice-President, Treasurer, Assistant Honorary Secretary, Honorary Auditor and Committee Member. Even if you do not wish to stand for the election, please do attend the AGM as your very presence and vote will serve as a source of encouragement for other parents to be involved, and at the same time to get to know the other parents in the school through the Parent Engagement Session.

As a member of the PTA, a copy of the PTA report will be made available to you at the AGM and on the school website from 10 January 2019.

Please take note there will be 2 registration links when you log on to our school website: www.sjjunior.edu.sg and click on the tab “FOR PARENTS” to go to the “PTA” page.



The two registration links are for the following:

(A) Nominations

If you are able to offer your services as an office bearer on the PTA Management Committee and *wish to stand for election* during the PTA AGM, please click on the **50th PTA AGM Office-Bearer Nomination Form** link to fill in and submit your details.

(B) Attendance

If you would like to attend the PTA AGM and Parent Engagement Session on Saturday, 12 January 2019 with your family members, please click on the **50th PTA AGM Attendance** link to fill in and submit your details.

The submission deadline for both the above is Thursday, 10 January 2019.

Should you have any queries with regards to the PTA AGM & Parent Engagement Session, you may email the PTA Honorary Secretary, Mr Anthony Monteiro at monteiro_anthony_edward@moe.edu.sg.

Thank you and we look forward to your support and to meeting you on 12 January 2019!

Yours Sincerely,

Mr Anthony Monteiro
Honorary Secretary

Timothy Goh
Principal