



校董會家長校董選舉事宜

Election of School Managers (Parent Representatives)

各位家長：

Dear Parents,

承蒙各位家長支持，家長教師會一直擔當家長與學校之橋樑，與校方保持緊密聯繫，為學校的發展共同努力，並為各位家長與學生舉辦一系列親子活動及講座。

Thanks for the support given by parents, the PTA has been acting as a bridge between the school and parents by working in a close relationship with the school and organizing a series of activities for parents and students.

校方為鼓勵家長參與校政及為學生的成長提供意見，經校董會之批准，於 2012 年開始增設家長校董，校董會亦因此邀請家長教師會為推選家長校董提供意見。

In order to encourage parents to participate in school affairs and provide opinions for student development, the School Management Committee has approved to introduce school managers (parent representatives) since 2012. In light of such an arrangement, the School Management Committee invited the PTA to provide opinions on the election of parent managers.

家長教師會本着公平、公正、公開之原則，建議家長校董經一家庭二票(小學部及中學部各一票)直選產生。為此，本會已於 2012 年 7 月 10 日舉行特別會員大會，通過經修訂之家長教師會會章，以及會章附則——有關校董會家長校董事宜(修訂一) (「校董附則」)，作為家長校董與家長教師會的行為約章。

Under the principles of fairness, justice and transparency, the PTA suggested direct election with two votes from each family (one for the primary division and one for the secondary division). To achieve that, the PTA held a special meeting on July 10, 2012 and approved such amendment to the PTA Constitutions, as well as the By-Laws of the election of school managers (parent representatives). They will serve as guidelines for school managers (parent representatives) and the PTA.

根據本會會章附則之規定，凡有意參與家長校董選舉之家長應留意以下選舉安排：

According to the By-Laws of the election of school managers (parent representatives), interested parents should pay attention to the following arrangements:

1) 提名期 Nomination period

是次家長校董選舉之提名期為 2024 年 10 月 26 日(星期六)開始至 2024 年 11 月 8 日(星期五)結束。

The nomination period for the school managers (parent representatives) election will begin on October 26, 2024 (Saturday) and end on November 8, 2024 (Friday).



2) 合資格獲提名參選人士 **Eligible candidates for nomination**

所有現行於本校就讀學生之家長(但不得是本校的教職員)，均合資格獲提名參選家長校董，唯每一家庭在該選舉中只限一人參選。如家長有多於一名子女分別於中學及小學就讀，提名時必須註明代表中學部或小學部，否則提名無效。

All parents of students currently enrolled in our school (Not school teaching staff) are eligible to be nominated for election as school managers (parent representatives), but only one person from each family can participate in the election. If parents have more than one child studying in secondary school and primary school respectively, they must indicate which division they represent when nominating, otherwise the nomination will be invalid.

3) 有效提名 **Valid nomination**

各有意參選家長校董之家長需填妥參選表格，並必須得到不少於 **20** 名本校現行學生之家長(以家庭為單位)於提名表格上簽署同意提名。提名人可提名多名人士參與是次校董會家長校董選舉。

Parents who are interested in running for the position of school managers (parent representatives) must fill in the nomination form and obtain the signatures of no less than 20 parents of current students in the school (as a family unit) on the nomination form agreeing to the nomination. The nominator can nominate multiple persons to participate in the school managers (parent representatives) election of the School Management Committee.

4) 選舉日 **Election day**

於 **2024 年 11 月 28-29 日(星期五)** 遞交已填妥的選票。【詳情請查閱家長校董選舉時間表】

Submit your completed ballot between November 28-29, 2024 (Friday). (For details, please refer to the school managers (parent representatives) election schedule)

5) 投票 **Election**

所有家長擁有均等的投票權。每一家庭在該選舉中可分別投一票予最多一位中學部候選人及最多一位小學部候選人。

按校董會章程規定的名額，得票最多的兩位候選人(中小學部各一位)擔任家長校董。【得票其次的兩位候選人擔任候補家長校董。】

All parents have equal voting rights. Each family can cast one vote for up to one candidate for the secondary school and up to one candidate for the primary school in the election.

According to the quota stipulated in the School Management Committee Constitution, the two candidates with the most votes (one for Primary and one for Secondary school) will serve as school managers (parent representatives) (The two candidates with the second highest number of votes serve as alternate school managers (parent representatives).)

6) 任期 **Term**

獲選家長校董之任期為兩年。

The term of elected school managers (parent representatives) is two years.

7) 一般守則 **General rules**

○ 獲選之家長校董須遵守校董會章程或其他相關文件所訂立之要求，以履行其職務。



- 獲選之家長校董須承諾每年最少一次在會員大會及三次在家長教師會常務委員會會議向家長作出工作匯報。
- 家長教師會常務委員會對家長校董有監察及諮詢的權力。
- 附件「家長校董參選表格」、「家長校董提名表格」及「香港浸會大學附屬學校王錦輝中小學家長師會附則 – 有關校董會家長校董事宜(修訂一)」，請各家長踴躍參加家長校董之選舉。選舉安排之細則，將於稍後公佈。

- o The selected school managers (parent representatives) must comply with the requirements stipulated in the school management committee charter or other relevant documents to perform their duties.
- o The elected school managers (parent representatives) must promise to report to parents at least once a year at the PTA Annual General Meeting and three times at the Parent-Teacher Association Committee meetings.
- o The Committee of the Parent-Teacher Association has the power to supervise and consult school managers (parent representatives).
- o Attached are the "School managers (parent representatives) Participation Form", "School managers (parent representatives) Nomination Form" and "Bylaws of the Parent-Teacher Association of Hong Kong Baptist University Affiliated School Wong Kam Fai Primary and Secondary School - Relevant School Management Committee Parent-School Director Advice (Revised 1)". Parents are invited to participate in school managers (parent representatives) elections. Details of the election arrangements will be announced later.

如欲參選，請於 **2024 年 11 月 8 日(星期五)** 前把已填妥的「校董會家長校董參選表格」及「校董會家長校董提名表格」[註 1]交校務處以轉交本會。此外，教育局將於 11 月底委託香港中文大學舉辦「校董培訓班」，有意報讀家長可自行報名參與。

If any parent is interested in running for the election, please return the election forms to the PTA through the Administration Office by Friday, 8th November 2024. Besides, interested parents may also enrol in the Manager Training Program conducted by CUHK commissioned by the EDB in late November.

「校董培訓班」課程網址:<https://www.hkier.cuhk.edu.hk/schoolmanager>

Website for the Manager Training Program: <https://www.hkier.cuhk.edu.hk/schoolmanager>

如有任何查詢，請電郵至 info@hkbuaspta.org.hk 與本會聯絡。

For enquiries, please email to info@hkbuaspta.org.hk.

香港浸會大學附屬學校王錦輝中小學家長教師會
家長校董選舉委員會

Parent-Teacher Association of Hong Kong Baptist University Affiliated School
Wong Kam Fai Primary and Secondary School, Committee of School managers (parent representatives) Election
2024 年 10 月 25 日



註 1 : 參選人需獲得至少 20 位家長提名參選，請自行列印附件[家長校董提名表格]。

Remark 1: Candidates need to be nominated by at least 20 parents to participate in the election. Please print the attachment [Parent School Manager Nomination Form] for your use.

REF : PTA2325-23A

校董會家長校董選舉回條 Reply Slip

本人已知悉有關校董會家長校董選舉事宜。

I noted the arrangements for the election of School Managers (Parent Representatives).

本人欲參選校董會家長校董，並將於 **2024 年 11 月 8 日(星期五)** 前把已填妥的
「校董會家長校董參選表格」及「校董會家長校董提名表格」交校務處。

I would like to run for the election of School Managers (Parent Representatives), and I will submit required documents to the Administration Office by Friday, 8th November 2024.

本人無意參選校董會家長校董。

I have no intention to run for the election of School Managers (Parent Representatives).

班別 / 學號：

Class & Class No.:

學生姓名：

Student Name :

家長手提電話：

Parent Mobile No.:

家長簽署：

Parent Signature :

家長姓名：

Parent Name :

日期：

Date



香港浸會大學附屬學校王錦輝中小學
校董會家長校董選舉
「家長校董參選表格」

相片

隨回條附上以下文件：

- 「校董會家長校董參選表格」及
- 「校董會家長校董提名表格」20份

本人知悉有關家長校董選舉的安排和選舉事宜。

本人欲代表香港浸會大學附屬學校王錦輝中小學 中學部或 小學部參選家長校董。*

家長姓名：_____ 學生姓名：_____

與學生之關係：_____ 班別：_____ 班號：_____

聯絡電話：_____ 電郵地址：_____

參選政綱如下：

*字數限於二百字內；另可繳交附頁(A4 紙 1 張)，以介紹候選人背景和參選政綱，形式可以用圖片和文字作說明。

本人同意公佈以上參選政綱及個人資料與照片；並知悉所提供之資料，只用於是次選舉用途。

家長簽署：_____ 日期：_____

*請在適當的空格內加上「✓」號。

註 2：是次家長校董選舉之提名期至 2024 年 11 月 8 日(星期五) 下午四時三十分結束，家長需填妥參選表格交回校務處。(小學：1/F 校務處；中學：地下校務處)



REF : PTA2325-23C

香港浸會大學附屬學校王錦輝中小學
校董會家長校董選舉
「家長校董提名表格」

本人提名_____先生/女士_____班_____ (學生姓名) 家長選任為香港浸會

大學附屬學校王錦輝中小學校董會家長校董。本人明白及同意本人之提名資料可能會被公開作是次選舉用途。

家長姓名：_____ 學生姓名：_____

與學生之關係：_____ 班別：_____ 班號：_____

聯絡電話：_____ 電郵地址：_____

註 2：是次家長校董選舉之提名期至 2024 年 11 月 8 日(星期五) 下午四時三十分結束，家長需填妥參選表格交回校務處。(小學：1/F 校務處；中學：地下校務處)