

AN INVITATION

Parents and Friends Association ANNUAL GENERAL MEETING

Wednesday, 30th November 2016 at 7.30pm in the
School Library

NOTICE TO ALL PARENTS

Each and every parent at St Bernadette's, Castle Hill is a member of our Parents & Friends Association.

As parents, we have a responsibility for the children in our care and for the building of community in this school. We all have similar hopes and dreams and share a common purpose for the education of our children.

The Parents and Friends work tirelessly for the welfare and learning of the children. Through our social and fundraising efforts, we are able to provide a wonderful environment which is safe and welcoming.

Our Annual General Meeting is on **Wednesday, 30th November** at 7.30pm, in the library. At this meeting, we hope you will join us in sharing the wonderful task of working on behalf of parents and staff for the benefit of the children.

In accordance with the constitution, at the Annual General Meeting all positions shall be declared vacant. The members of the Association shall elect an Executive Committee. Other positions and sub-committees as determined by the meeting may also be elected at this time. The Parish Priest, Principal or the Assistant Principal shall conduct each election and declare the result.

Any candidate for the Executive Committee shall be nominated and seconded by members of the Association and if there is more than one candidate for each position, the election shall be decided by ballot. No absent member can be accepted as a candidate unless he/she accepts nomination in person or in writing.

A nomination form is attached. Descriptions of the roles are available on the school website. (*Current Families/Notes from School/Whole School/ AGM Nomination letter 2016*).

ORDER OF BUSINESS:

- Welcoming Prayer
- Apologies & Attendance
- Confirmation of Minutes of the 2015 Annual General Meeting
- Correspondence
- Reports
- Election of Committee Members
- General Business
- Selection of date for next meeting

St Bernadette's Castle Hill P&F 2016 Committee Members	
President	Nick Gooley
Vice President	Jeff Younis
Secretary	Adrienne McGovern
Treasurer	Amanda Egan
Executive Members	Alison Silvester, Steve Vassallo, Damien Kelly
Hospitality Coordinators	Karen D'Souza
Grade Parent Coordinator	Jeanette Barone
Maintenance Coordinator	Naffa Arraf
Parent Representative Council	Karen Orsini, Alison Silvester
Book Club Coordinators	Karen Lee, Davina Pratt
Social Media Coordinator	Monique Doyle
Donation & Sponsorship Coordinator	Helen Stockdale
Uniform Coordinators	Ann Hishion, Michelle Towner
Fun Fair Coordinator	Sharyn Walsh

Please send nominations to Mr Peter Visser Assistant Principal via the school office, or email to BernadetteCH@parra.catholic.edu.au by **Tuesday, 29th November**.

To: Mr Peter Visser

I wish to nominate for the position of

..... on the P&F Committee.

Name: Eldest Child's Class

Signed:

* I/We will/will not be able to attend the P & F AGM on November 30th at 7.30pm.