



PTA ANNUAL GENERAL MEETING - Tuesday 6th Nov 2018 3.00pm-3.30pm in the Studio

Dear Parents/Guardians

24th September 2018

As a parent/carer of a Valley pupil you are automatically a member of the Parent Teacher Association (PTA). Please come along to our Annual General Meeting (AGM) to have your say in how the PTA is run!

The meeting will take place at 3.00pm on **Tuesday 6th November** before the parents' evening. We'll aim to be finished before 3.30 but if the meeting runs over the teachers have kindly agreed that the children of those attending the AGM will be looked after until the AGM is finished.

Everyone is welcome to attend this meeting, and we would greatly appreciate your input – this is your PTA so please do have your say! The PTA is always looking for volunteers with fresh ideas & enthusiasm and it's a great way to support your child's school, meet new friends & make a positive difference.

At the AGM, we will be voting in the 2018/19 committee so, if you would like to nominate yourself or someone else to be on the committee please fill in the attached slip. Hard copies are also available from the school office. Drop your completed slip into the post box on the PTA shed in the playground or bring it along to the meeting with you. In particular, at the AGM, we will be seeking to appoint a new Secretary as our current Secretary needs to stand down. If you would like more information on this role, or what being a committee member involves, please contact us at the above email address.

The meeting will be brief, consisting of:

- End of Year Reports from President, Chair and Treasurer
- Agreement of funding priorities for 2018/2019
- Election of committee members.

If you don't want to be on the formal Committee but still want to help by supporting your class as their Rep or contributing to the success of your favourite PTA events by helping to organise them, please email me at the address above or talk to me at the AGM. We'd be delighted to have you as part of the team!

We look forward to seeing you there!

Tanya Scott (Chair)

Nomination for the PTA committee

Nominee (Name) Contact No.....

Childs Name..... Class.....

This person is nominated for the position of: *select as appropriate*

Chair / Secretary / Treasurer / Ordinary committee member (Parent) / Ordinary committee member (Staff)

Proposer.....(Please sign and print name)

Seconder.....(Please sign and print name)

I agree to my nomination for the position of:.....

Signed.....Date.....

Your privacy is important to us. Completed hard-copy nomination forms will be retained until the minutes of the meeting have been completed, then they will be shredded. Names of those elected will be recorded in the minutes.