



**Extraordinary General Meeting
Monday 21st February 2022**



31st January 2022

Dear Parents and Carers,

We would like to give notice of an Extraordinary General Meeting (EGM) of the *PTFA* to be held on Monday 21st February at 4:00pm. To enable more people to attend we are holding this meeting via Zoom at 4pm. The EGM is taking place in lieu of the planned AGM 'Annual General meeting' which will go ahead in September as usual to realign with the school year.

The PTFA plays a vital part in the school community and all parents, as members of the PTFA, are invited to attend the EGM. This is your chance to hear and see how the funds you have helped to raise have been used for the benefit of the children at our school.

The EGM is also an opportunity for you to elect the PTFA Committee, who represent the association throughout the forthcoming year. Nominations should be sent in advance of the EGM for anyone wishing to stand as an Officer or Ordinary Committee Member, for the first time. Existing committee members wishing to stand for re-election do not have to be nominated again but should inform the PTFA of their intention to stay in their role.

At the EGM we will also be voting on the adoption of the Parentkind model constitution in place of our existing document. A copy is available at the school office or can be requested via the email address below.

If you would like to stand as an officer or committee member, please return the slip below as soon as possible, or by Friday 11th February at the latest to the school office or email the PTFA. If you would like to attend the meeting please email us at ptfa.garlinge@gmail.com to be sent the link to attend on the day.

We look forward to seeing you via Zoom on Monday 21st February at 4:00pm.

Kind Regards,

PTFA – Garlinge Primary School and Nursery.

NOMINATION FOR OFFICER/MEMBER OF THE PTA COMMITTEE

Nominee

For position of: Chair/Secretary/Treasurer/Other Officer/Ordinary Committee Member [Circle one]

Nominated by Seconded by

[Please sign and print name]

[Please sign and print name]

I (nominee name) agree to my nomination for the position of

Signed

Date