



余振強紀念第二中學

Yu Chun Keung Memorial College No.2

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2019/20 School Circular No.78

<IMC – Election of Parent Manager>

Voting and Vote Counting Arrangements

1st June 2020

Dear parents,

The nominations for Parent Manager have been completed. Please note the following points and arrangements for the election of the Parent Manager. In view of the situation of novel coronavirus infections, parents can vote via the online ECLASS APP or in person.

1. Online Voting

Date of E-Voting : 1st June 2020 (Monday) - 10th June 2020 (Wednesday).

E-Voting method : All the parents should vote via the online ECLASS APP.

2. Voting in Paper Ballot

If parents cannot vote via the online ECLASS APP, you can use the paper ballot provided.

Date of voting: 11th June 2020 (Thursday) - 16th June 2020 (Tuesday).

Voting methods

1. Voter should mark a “✓” for their preference of candidate.
2. Fold the ballot paper into half.
3. Put the ballot into a sealed envelope and ask your child to return it to their class teacher by 16th June 2020 (Tuesday).

Note: According to the ‘Regulations for the election of Parent Manager’ by EDB, blank ballots should also be returned to the school.

3. Counting of Votes

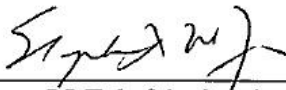
When the voting has been completed, the PTA will count the votes. This will take place at 9:00 am on 17th June 2020 (Wednesday) in the School Library. Parents are welcome to witness the whole process of vote counting.

4. Attachments

Please find attached the following documents:

- (I) Arrangements concerning the voting and counting of votes for Parent Manager Election;
- (II) Candidates’ Information.

Yours faithfully,


LI Tak-fak, Stephen
Principal

TRUTH; UNDERSTAND IT; LIVE IT; UPHOLD IT



Reply Slip

Date: _____

<IMC – Election of Parent Manager> Voting and Vote Counting Arrangements

I have read and understood the arrangements concerning voting and counting of votes.

Student’s Name: _____ () Class: _____

Parent’s Name: _____ Parent’s Signature: _____

Please return the reply slip to Ms. Chan in the school office on or before 10th June 2020

<IMC – Election of Parent Manager>**Voting and Vote Counting Arrangements****1. Electors' Eligibility**

- 1.1. All parents of current pupils of the school (including father, mother or a guardian of the student, and a person who is not the parent or guardian of the student but has the actual custody of the student, are eligible to vote. A teacher of the school who is a parent of a current pupil of the school also has the right to vote.
- 1.2. All eligible electors have equal voting rights.
- 1.3. Every parent should vote individually and should have only one vote irrespective of the number of children the parent has at the school. Both parents have the right to vote. A ballot paper may be given to the guardian of the pupil or the person who has the actual custody of the pupil if such a request is received and the school's verification is obtained.
- 1.4. The school will deal with any special circumstances according the guidance of the EDB.

2. Date of Voting

E-Voting : 1st June 2020 (Monday) - 10th June 2020 (Wednesday)

Voting in paper ballot: 11th June 2020 (Thursday) - 16th June 2020 (Tuesday)

3. Voting Method

E-Voting Method : All the parents should vote via the online ECLASS APP.

Voting in Paper Ballot:

- 3.1. If parents cannot vote via the online ECLASS APP, a paper ballot will be provided.
- 3.2. To ensure fairness of the election, the voting shall be conducted by secret ballot, i.e. electors are not allowed to put down their names or any other marks of identification on the ballot paper and should not let the other electors see whom they have voted for.
- 3.3. All ballots should be folded into two and put into a sealed envelope. Ask your child to return it to their class teacher by 16th June 2020 (Tuesday). Blank ballots should be returned to the school.
- 3.4. The sealed envelope will then be put into the ballot box. The key of the ballot box will be kept by the Returning Officer.

4. Counting of Votes

- 4.1. After the voting has been completed, the Returning Officer will start counting the votes at 9.00 am on 17th June 2020 (Wednesday) in the School Library.
- 4.2. The Returning Officer should invite all parents, candidates, and/or the principal to witness the counting of votes.
- 4.3. The representative of the PTA, the Returning Officer and/ or the principal shall be present to witness the counting. During the time of counting, the Returning Officer must make sure that all ballot papers have been poured out from the ballot box before counting starts. The representative of the PTA should specify in advance the circumstances under which ballot papers will be declared invalid, for example—
 - (i) the number of candidates being voted on the ballot paper exceeds the number of vacancies for that election;
 - (ii) the ballot paper has not been marked properly; or
 - (iii) the ballot paper is marked in such a way that the identity of the elector can be traced.
- 4.4. The candidate who obtains the greatest number of votes will be nominated for registration as the parent manager, whereas the one who obtains the next greatest number of votes will be nominated for registration as the alternate parent manager.
- 4.5. When two or more candidates obtain the same number of votes, the parent manager will be decided by drawing lots. When there is only one candidate, that candidate will be elected automatically.

5. Announcing Results

The Returning Officer should inform all parents of the results of the election on the spot. The Returning Officer should announce the results of the election on the school web page and the PTA board.

6. Points to Note

Parents, being candidates and voters in the Parent Manager election, should note the ethical conduct requirements to ensure fairness in the election process.

Yu Chun Keung Memorial College No.2

Attachment 2

<IMC – Election of Parent Manager>

Candidates' Information

【Candidate No. 1】

Name: Fok Ying Kit, Danny

Sex: Male

Occupation: Patient Care Assistant

Education: Secondary

Children at school: Fok Yin Lun (F.3B)



Reason to stand for election: I have been the Parent Manager of the IMC of YCK2 since 2018. This experience has allowed me to understand the school's daily operations. The Parent Manager acts as a link between parents and the school. As a member of the IMC, I will try my best in reflecting parents' suggestions to the IMC in the hope of creating a positive learning environment for our children.

【Candidate No. 2】

Name: Wong Wang Choi, Hawkins

Sex: Male

Occupation: Logistic Manager

Education: University

Children at school: Wong Kieran Wayne (F.3B)



Reason to stand for election: We fully support the mission of YCK2, and believe every child is unique and with a distinguished talent. In a loving and caring environment, students shall become more responsible and confident. As a member of the IMC, I will try my best to enhance the communications between school, parents, and students, and hope that I can contribute the best I can.