



École Holy Family Elementary School

Sheryl Ryan, Principal

Jennifer Grandy, Asst. Principal



Memo to: Parents/Guardians
Date: September 2018
Re: School Council Parent/Guardian Representative

As you may be aware School Councils for larger schools are generally made up of 3 parent representatives, 2 teacher representatives, a community representative and the Principal / Assistant Principal. This year we have a vacancy for two Parent/Guardian Representative. **At this time we are seeking nominations for the positions of Parent/Guardian Representative.**

If you wish to nominate yourself or another parent/guardian for the position of **Parent/Guardian Representative** please complete the form on the reverse of this memo and return it to the school office **by 3:00 on Wednesday Sept. 26th, 2018.**

*If we have more than two people nominated an election will be held Oct. 10th - 11th. On Tuesday, Oct 9th, 2018 we will send home the biographies of all nominees and an election ballot for parents/guardians to complete. An envelope will be included. **All ballots will be due on or before Thursday, Oct. 11th, 2018.** If an election is not necessary, the nominees will be acclaimed.*

The following guidelines for nomination will be followed:

- A) Any parent or guardian of a child who is currently attending École Holy Family Elementary is eligible for nomination.
- B) An individual may be nominated by another parent/guardian **or** may nominate himself / herself. **Nominations are due by 3:00 on Wednesday Sept. 26th, 2018**
- C) All parents/guardians nominated will receive a "Nominee Acceptance Form".
- D) An individual accepting nomination must complete "A Nominee Acceptance Form" which includes a brief bio of the nominee. It must be completed before the Principal accepts the nomination.
- E) Biographies on the candidates for Parent/Guardian Representative will be distributed to the parents/guardians through a **Memo on Tuesday, Oct. 9, 2018. Included with that memo will be a ballot as well.**
- F) **All ballots are due at school on or before 3:00 on Thursday, Oct.11th, 2018**
- G) On **Friday Oct. 12th 2018** ballots will be counted and winner notified.

Sheryl Ryan
Principal

Jennifer Grandy
Assistant Principal

Under the trustee of the NL English School District