



Dear Parents and Carers

Date: 20th October 2017

The Friends of SGHS Annual General Meeting (AGM)

I hereby give notice of the AGM of the Friends of Skipton Girls High School to be held on **Thursday 2nd November 2017 at 6.30pm**. The meeting will be held in the school Library and should last no more than 30 minutes.

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

The AGM is also an opportunity for you to elect the PTA Committee, to represent the association throughout the forthcoming academic year. Nominations should be sent in advance of the AGM, for existing committee members willing to stand for re-election and for anyone wishing to stand as an Officer or Ordinary Committee Member, for the first time.

Our committee member Rachel Knight is standing down from her role as Treasurer and Secretary this year so nominations and applications are invited for both of these positions. There is a form attached if you would like to apply for one of these roles or if you wish to nominate anyone. These can be sent to school reception or you can email friends@sghs.org.uk to express an interest before the AGM.

If you would like any further information about what is involved in being a Committee Member, please email friends@sghs.org.uk.

Please return the slips below as soon as possible, or by Wednesday 1st November at the latest.

We look forward to seeing you on 2nd November.

Regards

Steve Rose
Chair

I/We shall/shall not be attending the AGM on 2nd November 2017

Signed Print Name.....

APPLICATION / NOMINATION FOR MEMBER OF THE FRIENDS COMMITTEE

Nominee

For position of: Secretary/Treasurer/

Proposer
[please sign and print name]

Secunder
[please sign and print name]

I agree to my nomination for the position of

Signed Date