



7<sup>th</sup> November, 2017

Dear Parents / Guardians,

**Membership Fee of Parent Teacher Association (PTA)**

All parents are the official members of our Parent Teacher Association\*. A one-off membership fee is \$120 which is only applied to new parents. If you have more than a child studying in our school, only the eldest one pays the fee. Your membership is valid until your child leaves or graduates from school. (A list of the PTA activities from last year is attached)

Please hand the reply slip and HK\$120 to the class teacher on or before 10<sup>th</sup> November, 2017.

Yours faithfully,

Chairperson of Parent-teacher Association  
Lock Tao Secondary School

\*Refer to the special PTA Meeting in 2011-12

✂.....

**Reference No.: PTA001/17-18**

To PTA Chairman,

**Membership Fee of Parent Teacher Association (PTA)**

I am the parent/guardian of \_\_\_\_\_(Name) of Class \_\_\_\_ (Class No.: \_\_\_\_ ),  
I acknowledge that I have read and understood the contents of the matter regarding “Membership  
Fee of Parent Teacher Association (PTA)”, and I have given the membership fee of HK\$120 to my  
child.

Name of parent / guardian : \_\_\_\_\_

Signature of parent / guardian : \_\_\_\_\_

Date : \_\_\_\_\_

Parent Teacher Association Activities 2016-2017

Date	Duty / Activity
5/11/2016	21 <sup>st</sup> Session of the General Assembly and 2016-2017 PTA Committee cum PTA Buffet
5/11/2016	First PTA Committee Meeting
25/11/2016	Parents' Sharing Session: Volunteers' Party, Orientation Meeting, and Birthday Party for Parent Volunteers (with Birthdays Between June to November)
11-12/2016	Drop-off and receive the students to and fro the competition venue
9/12/2016	Make "Christmas Caroling at Mei Tin" Stall
18/12/2016	Participate in "Christmas Caroling at Mei Tin" Activity
13/1/2017	1 <sup>st</sup> Parent-Teacher Prayer Meeting
21/1/2017	Hold the Second PTA Committee Meeting
18/2/2017	PTA Picnic
3/3/2017	2 <sup>nd</sup> Parent-Teacher Prayer Meeting
24/3/2017	3 <sup>rd</sup> Parent-Teacher Prayer Meeting
21/4/2017	Parent Sharing Session: Thanks Teacher Activity
22/4/2017	Parenting Talk: "How Children Change Physically and Mentally During Puberty, and How to Cope with Teen Dating" - Dr. SUEN Lap-man
22/4/2017	Hold the Third PTA Committee Meeting
4/2017	Publish 22 <sup>nd</sup> Parent-Teacher Association Newsletter
4/2017	Work with English and Chinese Subject Teachers on Reading Incentive Scheme
5/5/2017	Parent Sharing Session: Birthday Party for Parent Volunteers (with Birthdays Between December to May)
12/5/2017	4 <sup>th</sup> Parent-Teacher Prayer Meeting
5/2017	Chairman and Committee Members attending the 53 <sup>rd</sup> Graduation Ceremony of Lock Tao Secondary School
2/6/2017	5 <sup>th</sup> Parent-Teacher Prayer Meeting
13-14/7/2017	Assisting on the Registration Day for New Secondary One Students
26/8/2017	Assisting in the Parent's Meeting for New Students