



## 家長校董及替代家長校董選舉規則

本校已於二零零七年八月三十一日起正式成立「西貢中心李少欽紀念學校法團校董會」。依會章規定本校法團校董會須設有家長校董及替代家長校董各一名，任期為兩年。本會為本校法團校董會認可作為家長校董選舉的組織，現羅列有關選舉細則：

1. 家長校董及替代家長校董提名期為 7 天。
2. 每名家長可提名自己本人或另一名合資格的候選人參選。
3. 如候選人數目多於 2 人，則選舉中獲最多票數者當選為家長校董，次多票數者成為替代家長校董。
4. 如候選人數目為 2 人，他們將會自動當選。最多票數者當選為家長校董，而次多票數者成為替代家長校董。如票數相同，則須即時進行抽籤，並立即公佈結果。
5. 如超過七天提名期限，候選人數目少於 2 人，提名期將會自動延至 14 天。候選人可在投票期內退選。如因有候選人退選以致餘下一名候選人，則該候選人自動當選為家長校董，至於替代校董一職需重啓選舉程序。
6. 如過提名期限並沒有候選人參與；或有須要重啓選舉程序時，本會亦有責任提名下一屆主席和副主席參加家長校董和替代家長校董選舉。
7. 投票採用不記名方式進行。
8. 每名家長不論其就讀子女數目，只可投一票，並以個人身份投票。

### \*候選人資格

1. 候選人須為本校現有學生的家長或監護人。
2. 候選人不得為本校在職教員；除非其子女現正在本校就讀。
3. 候選人不得同時出任多於一個界別的校董。

## Election of Parent Manager and Alternate Parent Manager Guidelines and Regulations

Sai Kung Central Lee Siu Yam Memorial School Incorporated Management Committee was established on 31<sup>st</sup> August, 2007. According to its regulation, the school will have a Parent Manager and an Alternate Parent Manager and their duties will be on a two-year basis. The Parent-Teacher Association is the official organization to hold this election. We now list out the guidelines and regulations of the election of Parent Managers.

The nomination procedures are as below:

1. Nomination period of Parent Manager and an Alternate Parent Manager is 7 days.
2. Every parent can nominate himself/herself or another eligible candidate.
3. **If there are more than two candidates**, the person with the highest number of votes will be the Parent Manager, and the person with the second highest number of votes will be the Alternate Parent Manager.
4. **If there are only two candidates**, they will be automatically elected. The person with the highest number of votes will be the Parent Manager, and the person with the second highest number of votes will be the Alternate Parent Manager. **If the two candidates receive the same number of votes**, the positions will be chosen by drawing lots and the result will be announced immediately.
5. **If there is only one candidate after 7-day nomination period**, nomination period will be extended automatically to 14 days. Candidates may withdraw during the voting period. If candidates withdraw during the voting period, the only remaining candidate will automatically be elected as the Parent Manager. As for the post of Alternate Parent Manager, re-election process is needed.
6. **If there is no candidate after the nomination period or when re-election process is needed**, it is the responsibility of the PTA to nominate the Chairman and Vice-chairman for the election of Parent Manager and the Alternate Parent Manager.
7. To ensure fair election, the voting will be conducted by secret ballot.
8. Every parent is to vote individually and is allowed only one vote irrespective of the number of children the parent has at the school.

### The Candidature

1. An eligible candidate must be a parent or guardian from our school.
2. An eligible candidate must not be a teacher from our school but a teacher of the school who is the parent of a current pupil also has the right to vote.
3. An eligible candidate must not be a manager in another sector.