

**1. Notice of the Annual General Meeting of Hong Kong Island and Kowloon Secondary Schools Regional Committee 2023-2024**

- 1.1 Notice is hereby given that the Annual General Meeting of the Hong Kong Island & Kowloon Secondary Schools Regional Committee for the 2023-2024 season will be held at **3:00pm on Wednesday, 29<sup>th</sup> May 2024 in the Jockey Club Lecture Theatre of Olympic House, 1 Stadium Path, So Kon Po, Causeway Bay, Hong Kong** (銅鑼灣大球場徑 1 號，奧運大樓賽馬會演講廳).
- 1.2 Each member secondary school should appoint ONE voting representative to attend the AGM. The voting representative shall be principal or teacher of the school. The name, email address and mobile number of the voting representative should be forwarded to the Executive Secretary of the Hong Kong Island & Kowloon Secondary Schools Regional Committee **not later than Wednesday, 8<sup>th</sup> May 2024 (Enclosed Nomination Form)**.
- 1.3 The AGM will be chaired by Mrs. Stella Lau, SBS, JP, Chairperson of the Regional Committee. The agenda of the AGM will be : The adoption of the Honorary Secretary's Report; the adoption of Convenors' Reports; the adoption of the Financial Report; the election of members of the Regional Committee; and appointment of members to the Secondary School Sports Council.
- 1.4 No matter shall be considered at the AGM unless due notice has been given in writing to the Honorary Secretary of the Regional Committee at least 14 days before the meeting. All matters shall be scrutinized by the Regional Committee before presenting them to the AGM.

**2. Election of members of the Hong Kong Island and Kowloon Secondary Schools Regional Committee for the 2024-2026 season**

- 2.1 The Hong Kong Island & Kowloon Secondary Schools Regional Committee shall consist of 18 members, including one Chairperson, 2 Vice Chairpersons and 15 members.
- 2.2 There shall be no more than one representative from the same member school on the election of members (including chairperson, vice chairpersons and members).
- 2.3 If there are more than one nominee from the same member school, a nomination acceptance letter will be addressed to the school principal after the nomination deadline for deciding which nominee will stand for the election.
- 2.4 The Chairperson and two Vice-Chairpersons will be nominated and elected by representatives of all member secondary schools in the Hong Kong Island and Kowloon region.

- 2.5 The 15 members will be elected on district basis. To avoid swapping and recombining districts every election year, there will be only 2 Electoral Districts, namely : Hong Kong Island, and, Kowloon and Tseung Kwan O District. 5 members will be elected from Hong Kong Island while there will be 10 members elected from the Kowloon and Tseung Kwan O District.

*Electoral Districts :*

Hong Kong Island District	90 schools	5 members
Kowloon and Tseung Kwan O District	178 schools	10 members

- 2.6 Nomination of members of the Regional Committee will be opened to all member schools. Member schools in one district can forward nominations for other district. However, school representatives can only elect members representing their own district.
- 2.7 The nomination form must be forwarded to the Federation office not later than Wednesday, 8<sup>th</sup> May 2024.
- 2.8 A draft nomination list will be provided to all candidates after the nomination deadline. Candidates cannot stand for election in more than one post. If a candidate is nominated for more than one post in the draft nomination list, he/she must withdraw from all posts but one by the deadline for withdrawals, failing which he/she will be deemed to have withdrawn from standing for election for any post. The final nomination list will be released to all members after the deadline for withdrawals and before it is presented to members for election at the AGM.
- 2.9 The election will be conducted by **post**. The final nomination list, Ballot paper and information related to the election will be sent to all member schools **not later than Tuesday, 14<sup>th</sup> May 2024**. The voting representative can exercise voting right according to the guideline provided.
- 2.10 During the 2 years (term of office), a person shall cease to be a member upon ceasing to be a representative of member school, unless a member transfers to another school within the same district that does not have any representative in the committee.
- 2.11 After the election of members of the Regional Committee, the Chairperson of the AGM will seek representatives' approval in authorizing the Regional Committee to appoint members to the Secondary School Sports Council.
3. Queries can be directed to the Executive Secretary of the Hong Kong Island & Kowloon Secondary Schools Regional Committee at 2711 9182.

Dora Yum  
Hon. Secretary  
Hong Kong Island & Kowloon  
Secondary Schools Regional Committee

To : All member secondary schools (HK Island & Kln)  
Date : 12<sup>th</sup> April 2024