

Dear Parents and Guardians

Our school is already bustling with hard work at all levels in mainstream and co-curricular activities. In the midst of the enthusiastic academic atmosphere, we would like to bring the following to your attention;

1.0 Thank You

We would like to thank all our parents for the immense support we received last year during our various fundraising initiatives, including the cafeteria. Funds realized from the fundraisers have greatly contributed to the school's face lift. We have managed to paint the school, improve the grounds and uplift the standards of all the toilets in the school.

Our plea is that our partnership will grow even stronger as we are poised to embark on several other projects this year.

2.0 Cafeteria

Be informed that our cafeteria is fully operational with a variety of foodstuffs on sale. Freshly prepared hot meals are available for lunch. Our cafeteria and the cafeteria staff are certified by the local authority to sell all sorts of food. We pride ourselves in maintaining high standards of hygiene.

3.0 School Calendar

The calendar for this term were circulated earlier by the respective sections of the school.

4.0 Website and Facebook

Kindly visit the School website to be in tune with what is trending at Lake Road PTA School. You can also upload your school fees deposit slip on the **School website Home Page** on the Link "**Upload your Deposit Slip(s)**" which is:

<http://www.lakeroadptaschool.ac.zm/school-depositsuploads.html>

Like us on our **Facebook page**,

<https://www.facebook.com/LakeRoadPTASchool/>

5.0 Personal Hygiene

Let us continue to remind the children to maintain high personal hygiene. As an old adage goes "cleanliness is next to godliness" we believe that a child that is well groomed tends to exhibit very high confidence levels both in and outside the classroom.

6.0 First Notification of the Annual General Meeting – 2018

Date: Saturday 8th April, 2017
Venue: Lake Road PTA School Hall
Time: 10:00 hours

Agenda

1. National Anthem
2. Prayer
3. Notice Convening the Meeting – School Manager
4. Apologies
5. Register of Attendance – Quorum
6. Introduction of Tellers
7. Minutes of the Last Annual General Meeting – 8th April, 2017
 - a. Reading and correcting of the minutes
 - b. Approval of the minutes
 - c. Matters Arising from the Previous Minutes
8. Reports
 - a. Board Chairperson's Report
 - b. Management Report
 - c. Treasurer's Report, Presentation of the Budget and the Audited Accounts
9. Elections of New Board of Governors
10. Any other Business
11. Closing remarks
12. Prayer

Please note:

- i. The quorum for the commencement of the meeting is 50 parents. I earnestly request parents / guardians to arrive on time.
- ii. The meeting is postponed if the quorum is not formed after thirty (30) minutes from the set time of 10:00 hours
- iii. All nominations shall be submitted to the office of the School Manager in not less than five clear days before the date Saturday 7th April, 2018 of the Annual General Meeting.
- iv. Nominee should have a clean school fees payment record attested by the Accounts Department.
- v. Most Board Members are still eligible for re-election.

Quotation

"United we stand, divided we fall"

Yours faithfully

C Chella
School Manager

Vision

"To be a leading provider of world class holistic education"

Mission

"To provide education which develops innovative, creative and integrated learners, equipped with skills to enable them contribute positively to society through effective service delivery".

Our shared values

Teamwork, Creativity, Respect, Accountability and Honesty

CIRCULAR TO PARENTS



Friday 9th February, 2018