



Cairns School of Distance Education

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8 December 2016

Re: P&C Association Election

I am writing to inform you of the details relating to the Cairns SDE Parent and Citizens' Association Annual General Meeting.

Details for the 2017 Annual General Meeting are as follows:

Date: 13 February 2017
Time: 2.30pm
Via Teleconference
Dial in 1800 141 220
Conference Code 1149 273 350

On the school website you will find a nomination form for the election of Office Bearers and District Representatives.

All members of the P&C Association are invited to consider nominating members for Executive positions.

Please ensure that you make contact with the person you are nominating to determine whether they are prepared to accept the nomination.

Should you require any further information, please contact me via email aoliv25@eq.edu.au or telephone 4080 9193.

Please return your completed your Nomination Form by return post, fax or scanned email.

Yours sincerely

A handwritten signature in black ink, appearing to be "Andrew Oliver".

Andrew Oliver
Principal
Cairns SDE