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Dear Teacher,

As you are probably aware, the 2019-2023 term of the school’s board of management finishes on 30th November 2023 . **I would like to thank the current teacher nominee for their contribution to the board .**

The new term will begin on 1st December 2023. This will require elections and the appointment of new members of the board of management, including a teacher nominee.

**I would like to invite you to consider becoming a teacher nominee on our board of management. Teacher nominees bring a teacher’s perspective to board of management discussions and decisions and play an important role on the board. Board meetings are confidential to board members, but all members of the board work together to make decisions in the best interest of the children and the school.**

(All in green above is optional)

A meeting will be held at the school on **(*insert date which must allow at least 10 calendar days’ notice of the meeting to teachers)***to elect a teacher nominee.

At this meeting, the election process outlined at Appendix A of the *Governance Manual for Primary School 2023-2027* will be followed.

If you wish to be part of the process of nomination and election of the teacher nominee, please attend this meeting.

I look forward to seeing you there.

Kind regards

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Patron’s Representative