



**King George V School
Parents Teachers Students Association Limited**

1st Floor Sarah Roe Conference Room, Wednesday 6th October 6.00-7.20 pm

The meeting was called to order at 6:00pm by Marc Castagnet.

Apologies were received from: Louie Win (LW), Karin Castagnet (KC), Elke Wiedemann (EW), Lena Chan (LC).

Absent : Anita Samtani (AS), Anthony Hatton (AH)

Attendance: Ed Wickins (EW), Richard Bradford (RB), Holly Urquhart (HU), Roxana Lau (RL), Marc Castagnet (MC), Pippa Laxton (PL), Jackie Newman(JN), Elissa Kwong Mok (EKM). **PTSA**

Coordinator: Rishika Chandiramani (RC)

1.Welcome by Chair:

The new PTSA executive committee 2010-2011 was welcomed.

Members: Pippa Laxton - Chair,
Marc Castagnet - Co-Chair,
Karin Castagnet,
Anita Samtani,
Louie Win,
Lena Chan,
Jackie Newman,
Elissa Kwong Mok,
Elke Wiedemann,
Anthony Hatton - ?

The PTSA committee members who stepped down were thanked; Sarah Cook, Philioria Ng, Fiona Yao, Fiona Bojan, Helena Vincent, Colin Dyson & Connie Kwan.

Pippa Laxton was introduced as new Chair of the committee. The committee elected Marc Castagnet as Co –Chair. The committee discussed the position of PTSA Treasurer for 2010-2011 as this had not been filled. It was suggested that Sanjna Melwani (a parent), who is an accountant, to help with monthly accounts.

A PTSA committee folder was distributed to all members of the committee.

2. Code of Conduct.

It was suggested to the committee members to read the information provided in the yellow PTSA committee folder about the aims of the PTSA, roles of the committee members, M & A etc.

The forms of ESF Code of conduct were distributed and some returned back to the PTSA Coordinator, signed. There PTSA code of conduct forms were also signed and returned. The committee was informed that a new board of resolution for new members needs to be made.

3.Points outstanding from 8th September PTSA meeting and to be discussed at 3rd November mtg:

- The Principal to report back on Health and Safety issues and security for buildings in view of the ESF report on safety. In particular, the committee heard what action the school had taken to implement suggestions that had been made in that report.

- The PTSA Coordinator to report back on a programme of events/seminars/workshops for both parents and students to be held in Term 2
- The PTSA Coordinator to report back on visits to other ESF secondary schools regarding product lines sold in the shops and successful events attended by both students and parents
- The PTSA Coordinator to report back on exchange of 2nd hand goods link on PTSA website

Draft Minutes of Sept 8th last PTSA Executive Committee Meeting (2009-2010) approved

The draft minutes of September 8th PTSA meeting were approved and seconded. These will be amended to take out personal references and uploaded as 'minutes' and put on the PTSA link to the KGV website. A copy of these minutes will be filed in the PTSA office.

4. Responsibilities and Representatives

It was suggested to the committee read the job descriptions inserted in the PTSA committee folder.

Karin Castagnet was nominated for the product research sub- committee with Jackie Newman to assist.

Jackie Newman was nominated to represent the PTSA at the curriculum sub-committee meetings considering her teaching background.

Elissa Kwong Mok was elected for the Healthy Eating sub-committee.

Other sub- committees will be elected in the next PTSA committee meeting when the other members will be present.

5. Product Research

The committee spoke about the base layer top sample from Tsunami which was pending for approval. Flammability of the fabric was an issue of concern. It was mentioned that base layers at Nike and Addidas are of similar fabric. The School advised that this item has been discussed at the 8th September PTSA committee meeting and suggested that the committee approve this sample since the cold season was round the corner and an urgent request was made from parents for this item during this winter. The committee discussed the fact that there is an alternative supplier. The committee member responsible for product research will check the status of this supplier to find out whether they are able to do the job exactly as the School has requested as well as on time and within budget. However in the meantime, it was suggested that a minimum quantity is ordered so the PTSA shop has supplies for the winter season (October onwards). This was approved. The committee shall discuss regarding the alternative supplier for next winter's order at a later meeting.

6. PTSA Shop/Administrator

- It was reported that the PTSA shop is preparing and replenishing stock for winter season. Some items such as sweaters, blazers and long sleeve shirts have already arrived but some other uniform items are under production. These should be in time for the winter season. Carol the shop manager has made a new winter uniform order form.
- It was reported that some students find the sweater is too thin. Many students don't like the fleece jackets. The PTSA Coordinator to check on thickness of the sweater with supplier.
- It was reported that the new line of stationery at the shop is selling well and some items are already out of stock. It was suggested to reorder popular items.
- It was suggested PTSA should advertise its items at the shop, by putting up posters as many students were not aware of what was being sold.
- The committee suggested we publish the discount merchant's list on the website. Additional discount merchants to be looked at together with Colleen Melvin.

3. Events

PTSA dates of events were distributed in the PTSA folder.

- It was reported that the PTSA held the AGM on 4th October and elected Pippa Laxton as Chair.
- The committee was reminded of the Hebe Haven Yacht Club 24 hour event that weekend 9-10th October.
- The committee was reminded of the upcoming Diwali event, on 29th October 2010 which will be organized.
- It was also mentioned that there was planning of a seminar by Chris Watts of Stretch Ltd on posture. This is tentatively going to be held in November. The date has yet to be finalized. Two seminars are going to be held one for students and the other for parents and teachers. This was approved.
- It was suggested that in future the Sarah Roe could arrange speech or physiotherapists to hold seminars at KGV. The PTSA Coordinator to keep record of this for future reference.

Other points discussed

The Principal reported that the school has developed many good contacts in the process of arranging the gala school ball. The committee suggested a student directory could be developed, a means of advertising for parents.

It was reported that there was a meeting with Anthony Hatton, a parent who owns three bars. He suggested offering a happy hour at his bars to KGV Alumni or KGV parents on monthly basis. The committee was asked suggestions on this. The committee advised that this idea would work for KGV Alumni and not so well for KGV parents. It was suggested that a one off event would be a good idea for KGV parents serving as a networking event, for example at Christmas time.

Students' showed interest in holding stalls at the Christmas concert. It was suggested to sell the 'Lion Bites' cook book through the PTSA shop.

It was reported that students were interested in laptop stickers and suggested a sticker design competition. The committee agreed and suggested to sell the winning sticker at the PTSA shop.

There was a request from Mr Boyce (teacher) who needed volunteers to prepare food for a Christmas party organized for under privileged children. He was wondering if the PTSA could help. The PTSA Coordinator to liaise with him.

4. Reports

Principal (EW):

A verbal report – The two areas of focus are, fundraising and redevelopment. There has been a consortium between three schools (KGV, Sha tin College and Renaissance College) to develop the B-TEC program, an alternative to IB. This information shall be released to students on 2nd November. There are five B-TEC subjects: Arts and Media; Business and ICT; Engineering; Performing Arts and Sports. This will be located at Fo-tan. This is a new qualification coherent to university to allow different levels of achievement. The committee discussed the point that every child has different abilities. The Principal was optimistic that the B-Tec will in future develop the same status as the IB. Subsidy is required and this shall take up to three years.

Chair : (Refer to Chair's report)

The report was distributed.

Treasurers Report :

The Treasurer reported that the PTSA shop August sales were more or less similar to last years.

Student Report

The survey report was distributed.

The committee discussed some matters of the student survey report with the student representatives eg, events and discount outlets and promised to look into it.

It was mentioned that students' concern over the student cards. The committee member also added that this is also a concern of many parents. It was reported that an additional staff has been employed for the purpose of speeding the processing of the cards. The School suggested the retrieval of student photos from the Lionel system. The committee added that they will look into the technology to produce plastic cards.

It was suggested that students would be interested in SAT guide books to be sold at the PTSA shop. It was also mentioned that SAT tuition was too expensive. The Principal accepted to allow students to hire school rooms for SAT tuitions.

5. AOB

The committee noted that an additional part time member of the PTSA staff has been hired and welcomed Mona Jasrotia.

Adjournment - the meeting finished at 7:20pm

Next Meeting The date of the next meeting (2nd KGV PTSA Committee meeting of 2010-2011) will be Wednesday, 3rd November 2010 at 5.45, 1st floor conference room SRC.