

**Renaissance Association of
Parents and Teachers Limited**

5 Hang Ming Street,
Ma On Shan, N.T.,
Hong Kong.

Tel: 3556 3595

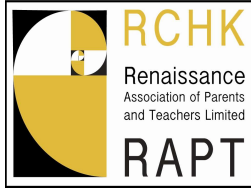
Minutes of the Committee Meeting
Held at 6:30 pm on 23rd September 2019
The Boardroom, 5th floor Renaissance College

Committee

#	Name	Position	Present	AWA
1	Mr. Brown Jr., Harry Thomas	Ex-officio	Present	
2	Mr. Tanna, Mehul Girishbhai	Co-chair	Present	
3	Ms. Tse, Yvonne	Co-chair	Present	
4	Ms. Ngai, Choi Fung, Phoebe	Hon. Treasurer	Present	
5	Mr. Lam, Tsz Fung Keith	Hon. Secretary	Present	
6	Ms Mah, Audrey Kwai Yee	Parent Member	Present	
7	Ms Wong, Pui Fong	Parent Member	Present	
8	Ms Chan, Ming Tak, Helena	Parent Member		AWA
9	Mr Cheng, Suet Fung	Parent Member	Present	
10	Ms Fung, Wing Yan Florence	Parent Member	Present	
11	Ms Shim, Miryung(Lauren)	Parent Member	Present	
12	Ms Lin, Pei-Ling(Penny)	Parent Member		AWA
13	Ms Richter, Kelly Rae Marie (Anderson)	Teaching Staff Member	Present	
14	Mr. Yau, Chung Chee	Senior RAPT Administrator	Present	
15	Ms. Nicolle, Julie	Teaching Staff Member	Present	
16	Ms. Ventura, Concettina	Teaching Staff Member		AWA

Minutes

	Agenda item	Discussion	Action/Decision	Responsible
1	Confirmation of Minutes of the last meeting		Confirmed	
2	Co-chairperson's report	<ol style="list-style-type: none"> 1. RAPT has received resignation letters from Arthur and Wayne. 2. RAPT is in the process of hiring an administrator. 		

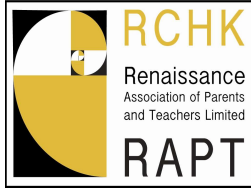


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3	Treasurer's report	<ol style="list-style-type: none"> 1. An update of the financial report as below. <ol style="list-style-type: none"> a. Bank balance: HKD1.5M including 0.5M fixed deposit. 		
4	Principal's report	<ol style="list-style-type: none"> 1. Praise to the team for the help and assist on the school photo day. 2. Praise to the team for putting up another successful pre-loved uniform sale. 3. The school is fully aware of the current civil unrest issue which means the management team will be following up closely with any updates particularly the day back to school after the long weekend on the 2nd October. 4. Some major events coming up such as the RAPT AGM and the Terry Fox Run. 5. Some updates on the no-car policy which is enforced by the EDB and the Shatin District Council that although it is official, it does not seem to be the right time to push this policy at the moment with the current HK situation particularly when it comes to travelling to school by MTR. Once the civil unrest issue is resolved, then it is anticipated that there will be information sessions regarding using public transportation to and from school for the parents, however the school's approach to this will be by voluntary compliance. 		



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5	Administrator report	No updates		
	Coffee Morning	<ol style="list-style-type: none"> 1. Welcome Coffee Morning went well, and it was good to see some new parents around. Although the turn up number was less than the actual signed up it was a successful introduction for parents. 2. The next coming up morning meeting will be organised by showing videos of students introducing their own clubs and groups particularly describing how inclusion and diversity being implemented. The details will be finalised later. 3. FE meeting - Year 11 Subject Choices will be on the same day of the Year 11 Parent and Students Subject Options Evening session which is on the 17th October. 		
6	Funding Request	<ol style="list-style-type: none"> 1. Urban Farming Request of \$3400 : Approved 2. Service Ambassadors Request: RAPT has put on hold on this initial request after some discussion over how sustainable and reusable these new shirts can be practically and if there are more options other than the use of T-shirts (e.g. Pin, badge, vest...etc). RAPT will review this request 		

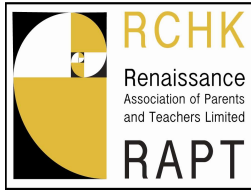


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		again upon further information and support.		
7	Activities Report	<p>1. Teresa gave some updates on the preparation of the College Fair as follows:</p> <ul style="list-style-type: none"> • The list of the Raffle ticket prices is completed, of which there are 150 prices with total worth around \$160k. Big thankyou to the donors and particularly from some key members of the RAPT and College Fair committee • As Arthur has now resigned, there is a concern that the preparation work and documentation regarding license application and various approval matters required by the government will not be done on time. This will require further discussion • The printing of the raffle tickets is in progress • The design of the T shirt has been chosen and the student winner of this design is from the secondary school • The vendor has informed that there will be issues sending black T shirts to HK at this moment, the color will be finalized later • 7 inflatable games have been chosen and these as part of the extensive 		

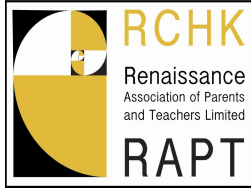


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		<p>temporary structures that will require AP/RSE's submission of structural justification to demonstrate their structural suitability for the event. The cost and RSE appointment for this are yet to be confirmed</p> <ul style="list-style-type: none"> • Great responses from the Fair parent volunteer signed up during the coffee morning meeting • First time to consult with the student councils for the raffle ticket prices list this year • Primary students may order College Fair merchandise such as T shirts by paper form, and this form will be used as the packing list with name/class for pick up. And the secondary students will place order via online but still there will be printed paper form packing list with name/class for pick up. The use of paper is kept minimal in this case. All other communication regards the College Fair will be done online <p>2. Dr Brown gave thanks to Teresa and Audrey along with some others who have helped organise another successful Pun Choi</p>		
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		dinner for the celebration of the 10 th Anniversary of Scout.		
8	Administrator matter	<ol style="list-style-type: none"> 1. Phoebe has prepared and presented to RAPT the summary of the long service and annual leave payment calculation for Arthur. 2. The majority voted to go with the severance payment to Arthur with the option not offsetting MPF. 3. The majority voted for the annual leave payment be calculated by the calendar days and not average worked days. 4. Arthur has prepared a handover manual for the role of RAPT administrator. 		
9	AOB	<ol style="list-style-type: none"> 1. A reminder that the RAPT AGM is coming up on the October the 21st. 		