



Minutes of the Committee Meeting

Held at 6:30 pm on 13th September 2021

Zoom Meeting

Committee

#	Name	Position	Present	AWA
1	Dr. Brown Jr., Harry Thomas	Ex-officio	Present	
2	Ms Mah, Audrey Kwai Yee	Co-chair	Present	
3	Mr. Noyes, Keith Samuel	Co-chair		(resigned)
4	Ms. Ng, Pui Shan	Hon. Secretary	Present	
5	Ms. Ngai, Choi Fung, Phoebe	Hon. Treasurer	Present	
6	Ms. Deng, Manshu	Parent Member	Present	
7	Ms. Wan, Ting	Parent Member	Present	
8	Ms. Tsui Wai Sze	Parent Member	Present	
9	Ms. Fung, Wing Yan Florence	Parent Member	Present	
10	Ms. Selarka, Karishma Viral	Parent Member	Present	
11	Ms. Bannerji Devina	Parent Member	Present	
12	Mr. Tam, Manon	Parent Member	Present	
13	Ms. Richter Kelly Rae Marie	Teaching Staff Member	Present	
14	Ms. Ventura, Concettina	Teaching Staff Member	Present	
15	Ms. Nicolle, Julie Lynne	Teaching Staff Member		(resigned)
16	Ms. Virginia, Zeng	RAPT Administrator	Present	

Minutes

#	Agenda Item	Discussion	Action/Decision	Responsible
1	Confirmation of Minutes of the last meeting		Confirmed	

2	Co-chairperson's report	<p>1. It was reported that small goodies bags costing around \$1700 were purchased for delivering during the welcoming bbq.</p> <p>2. It was reported last week that a school bus driver was very dangerous while driving. He had been given a final warning. Dr. Brown had two meetings including the Transportation Department, EDB, ESF, home affairs department due to repeating complaints of families and cars Being photographed. They acknowledged the problem. It was required by EDB to have separate entrances for in and out. It was advised to parents not using a car, not parking on the street nor double parking.</p> <p>It was concluded that more parents are driving due to disagreements towards bus companies about being unwilling to reduce fees during class suspension periods.</p> <p>3. It was reported that the two days of Second-hand uniform was done smoothly with 4-6 families at one time, spending 15 min each.</p> <p>4. It was told by Liz that there were 40 % parents who read the first issue of Bytes, which was more than 30% normally. It was realized that information of outside school competitions was favourable to the parents.</p> <p>5. A few application forms for RAPT committee nomination were received so far, and a lot for volunteers applications were received.</p>		
3	Treasurer's report	<p>1. 1.2 M balance reported in account. The reports for financial year 2021 were finished during summer and submitted to the external auditor. The report ought to be</p>		

		<p>received before 28 Sep, as it was required that the reports be ready 21 days before AGM.</p> <p>2. It was all agreed that the \$275 RAPT fee remained unchanged. It was discussed that the amount was reasonable compared to other ESF schools.</p>		
4	Principal's report	<p>1. It was reported that some ESF Primary schools need to go back to half-day school.</p> <p>2. It was still pending approval regarding secondary students purchasing lunch in the canteen. It was hopefully to start in October.</p> <p>3. The recent launch of breakfast including egg, sausage, toasts served in plastic container was well received.</p> <p>4. Seeing the situation in some schools that some Teachers had the idea of resigning as they could not go home due to covid lockdown making it difficult to travel, there started recruitment of teaching staff.</p>		
5	Administrator report	Nil		
6	Coffee Morning	<p>Regarding first Coffee Morning scheduled on 28/9:</p> <p>1. Attendants are required at least one dose covid vaccine/14 days valid negative covid test result resented.</p> <p>2. It was suggested the topic was community building, including welcome back, RAPT: introduction, past events, Fun Day, recruit volunteers, committee forming the 15th anniversary celebrations.</p> <p>3. It was suggested the Enrollment forms in Google docs so that it can be forwarded to chat groups for better accessibility.</p> <p>4. One helper from Chartwell would be paid by RAPT to serve drinks.</p>		Manshu
7	Funding Request	Nil		

1. It was proposed that the uniform shop would move to the first floor, awaiting donation of shelf from a friend of Phoebe. It was suggested to revise uniforms Donation Form everyday to mon-wed. There could be 4-5 times a year, especially before the winter, after term break. There could also be uniform sales if the fun day is going to happen.

Fun Day Discussion:

1. It was discussed the duration of the guests staying on campus. They should have been vaccinated or with negative covid test results plus signing health declaration form beforehand.

It was agreed to be a non-open event.

2. Currently, 70% vaccinated in RCHK, and EDB is starting to make a voice that sec students get vaccinated.

It was raised that parents vaccinated could issue online admission tickets, and that would be a good way to limit the number of guests. One parent per child was suggested.

3. Regarding the 15th Anniversary, the school purchased the right of monopoly. There would be 2-4 events on campus with more than one day. The events are to recognise the anniversary, so there was no need for fundraising nor food.

4. It was reported that EDB so far didn't give an exact number of capacity, as long as we could maintain social distancing. It was difficult to estimate as people are moving around. Dr. Brown would estimate the capacity for campus.

5. It was suggested claw machines (dolly) -\$600-800 per

		<p>machine day rent plus transport 3000 for the whole day.</p> <p>It required no contact among kids while they would have fun.</p> <p>Volunteers are needed to make sure everyone's hands are being santitized.</p> <p>6. It was reported many boxes of toys were stocked for more than 2 years from previous college fairs.</p> <p>7. Secondary students would be invited to make some game booths.</p> <p>8. It was suggested box lunches, pending discussion with Chartwell.</p> <p>9. It was disagreed to have no school for primary. It was disagreed to held on Saturday as it is hard to control banning access for the public. It was suggested to request cancel the lessons from ESF Sports.</p> <p>10. Fun Day creation team would be formed including new and old committee members.</p>		
9	AOB	<p>1. It was raised that there were not enough after school activities from school for Lower Primary. A lot of sports entertain Y5 above. The school is pleased to offer some more, but the fact is that a lot of sports facilities are rented by the ESF Sports every day. String orchestra and choir are also beginning from Y5. The same is for school urban farming. Vivian has been following up with primary staff. It is hoped that younger ones feel more included.</p>		