



Minutes of the Committee Meeting

Held at 6:30 pm on 21<sup>st</sup> March 2022

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. Tanna Mehul Girishbhai	Co-chair	Present	
4	Mr. Siu Kwan Shing (Jerry)	Hon. Secretary	Present	
5	Mr. Ng Chung Him Cedric	Hon. Treasurer	Present	
6	Ms. Chang Shing Woon (Moonie)	Hon. Member	Present	
7	Ms. Selarka, Karishma Viral	Parent Member	Present	
8	Ms. He Wang (Irene)	Parent Member	Present	
9	Ms. Tsui, Wai Sze (Tracy)	Parent Member	Present	
10	Ms. Dhillon Jacqueline Karen	Parent Member		AWA
11	Ms. Bannerji, Devina	Parent Member	Present	
12	Ms. Helena Chan Ming Tak	Parent Member	Present	
13	Mr. Anthony Craig Hollis	Parent Member	Present	
14	Ms. Richter Kelly Rae Marie	Teaching Staff Member	Present	
15	Ms. Ventura Concettina	Teaching Staff Member	Present	
16	Ms. Virginia, Zeng	RAPT Administrator	Present	

## Minutes

#	Agenda Item	Discussion	Action/Decision	Responsible
1	AOB – part 1	<ol style="list-style-type: none"> <li>1. The primary purpose of the feedback session is to connect teachers with students to cater to students' learning needs.</li> <li>2. There is no plan to postpone the Y12 mock exams; we will have a meeting on the arrangement of the mock exams on 22 March.</li> <li>3. There is a delay in giving assessment results from the Science team. Audrey will send the case to Miss Williams.</li> </ol>		<p>Miss Williams</p> <p>Audrey Mah /Miss Williams</p>
2	Confirmation of Minutes of the last meeting		Confirmed	All
3	Co-chairperson's report	<ol style="list-style-type: none"> <li>1. Agreed with Samuel, the wording “Sponsored by RAPT” will be put on the basketball court floor.</li> <li>2. Plan to refurbish toilets on the 2nd floor.</li> </ol>		Audrey Mah & Mehul Tanna
4	Treasurer's report	<ol style="list-style-type: none"> <li>1. Yet to have access to internet banking, Audrey and Mehul are still following up with HSBC.</li> <li>2. Expect to receive the token in next few months.</li> </ol>		Cedric Ng
5	Principal's report	<ol style="list-style-type: none"> <li>1. All students are expected to be back in school from 19 April but pending official confirmation from EDB.</li> <li>2. College council will have a meeting on 22 March, and one of the topics is about salary adjustment discussion.</li> <li>3. The hiring process for new teachers is still ongoing.</li> </ol>		Dr. Harry Brown
6	Administrator report	<ol style="list-style-type: none"> <li>1. We collected \$9,900 from 36 students, and 7 students have not paid yet. Virginia will send them a reminder via email.</li> </ol>		Virginia Zeng

7	Coffee Morning	1. We hosted the 1st coffee meeting online in 2022, and discussed wellbeing. 30 people joined and had excellent feedback during the session.		Irene Wang
8	Activities Report	1. Joyful Fruit Day is planned to be held on 27 April, hopefully, we can go ahead and host it on campus. 2. Plan to organize 2 competitions: - Fruit skin artmaking - Poster design		Tracy Tsui/Audrey Mah
9	Funding Request	Funding request for Beleza XII.	Approved	All
10	AOB part 2	Next meeting is on 25 April.		All