



Minutes of the Committee Meeting

Held at 6:30 pm on 11<sup>th</sup> September 2023

**Committee**

#	Name	Position	Present	AWA
1	Dr. Brown Jr., Harry Thomas	Ex-officio	Present	
2	Mr. Siu, Kwan Shing (Jerry)	Co-chair	Present	
3	Mr. Tanna, Mehul Girishbhai	Co-chair	Present	
4	Mr. Shum, Stephen Wan Hang	Hon. Secretary	Present	
5	Mr. Ng, Chung Him Cedric	Hon. Treasurer	Present	
6	Ms. Mah, Audrey Kwai Yee	Hon. Member		AWA
7	Ms. Chang, Shing Woon (Moonie)	Parent Member		AWA
8	Ms. Selarka, Karishma Viral	Parent Member	Present	
9	Ms. Wang, He (Irene)	Parent Member	Present	
10	Ms. Tsui, Wai Sze (Tracy)	Parent Member	Present	
11	Ms. Dhillon, Jacqueline Karen	Parent Member		AWA
12	Ms. Bannerji, Devina	Parent Member	Present	
13	Mr. Hollis, Anthony Craig	Parent Member	Present	
15	Ms. Ventura, Concettina	Teaching Staff Member		AWA
16	Ms. Wong, Sandy	RAPT Administrator	Present	

## Minutes

#	Agenda Item	Discussion	Action/Decision	Responsible
1	Confirmation of Minutes of the last meeting	The minutes was confirmed.	Confirmed	ALL
2	Co-chairperson's report	<ol style="list-style-type: none"> <li>1. We had a successful Welcome BBQ.</li> <li>2. The co-chairs thanked everyone for the support in the past year.</li> <li>3. There will be an AGM in Oct.</li> </ol>		Mehul Tanna & Jerry Siu
3	Treasurer's report	<ol style="list-style-type: none"> <li>1. The reports have been passed to the auditor. There is a profit of around HKD90,000 for the year. The cash balance is around HKD1.5million. The balance will be around HKD1.2million after deducting the payable items.</li> </ol>		Cedric Ng
4	Principal's report	<ol style="list-style-type: none"> <li>1. Dr. Brown thanked everyone for the wonderful BBQ and the services of all RAPT officers.</li> <li>2. There will be an IB 5-year review for the school. The review board will come in to talk to teachers, parents and students. They have asked for a 45-minute session with parents at 11:15-12:00noon on Thursday Nov 16.</li> <li>3. There will be an ESF visit the next day on Sep 12.</li> </ol>		Dr. Harry Brown
5	Administrator report	<ol style="list-style-type: none"> <li>1. Outstanding RAPT fee list has been passed to the school.</li> </ol>		Sandy
6	Activities report	<ol style="list-style-type: none"> <li>1. First Coffee morning will take place the next Wednesday. School leadership will be invited to meet the parents.</li> <li>2. First second-hand uniform sale was overbooked, with a sale of over HKD18,000. Next one will be on 7-8 Nov.</li> <li>3. First lunch tasting will take place on Tuesdays from Sep 19 to Oct 10. It is already fully-booked.</li> </ol>		

		<p>4. Mehul and Jerry invited Audrey together to lead the coming College Fun Day, along with RAPT Committees to organize the College Fun Day to take place on December 2 this year. The plan is to go back to the pre-COVID era and to make it open to everyone. The theme is “We are the World”. This is also the 18<sup>th</sup> anniversary of the school. There will be a project to replace the flooring of PAC costing amount HKD1.5million, which RAPT can hopefully help to support some or all of it.</p> <p>5. There will be a Primary Back to School on September 21, and RAPT is invited to set up a booth. The time is 6:30-7:30.</p>		
7	Funding Request	1. A request of HKD57,000 for Lower and Upper Primary House Fests	Approved, with suggestions to conduct quotations and comparisons for items.	All
8	AOB	1. No AOB		