



Minutes of the Committee Meeting

Held at 6:30 pm on 13th January 2025

Committee

#	Name	Position	Present	AWA
1	Dr. Brown Jr., Harry Thomas	Ex-officio	Present	
2	Mr. Siu, Kwan Shing (Jerry)	Co-chair	Present	
3	Ms. Tsui, Wai Sze (Tracy)	Co-chair	Present	
4	Ms. Yung, Kar Yee (Joyce)	Hon. Secretary	Present	
5	Mr. Ng, Chun Him Cedric	Hon. Treasurer	Present	
6	Ms. Chang, Shing Woon (Moonie)	Hon. Member		N/A
7	Ms. Chan, Ada	Hon. Member		N/A
8	Ms. Ranchandani, Mahima Kamal	Parent Member	Present	
9	Ms. Selarka, Karishma Viral	Parent Member		Zoom
10	Mr. Lee, Suck Yee (Rosalind)	Parent Member	Present	
11	Ms. Li, Yin Yee (Babie)	Parent Member		Zoom
12	Ms. Tsang, Wing Ho (Wendy)	Parent Member	Present	
13	Mr. Chan, Chi Hung (Francis)	Parent Member		Zoom
14	Mr. Chow, Eddie	Parent Member	Present	
15	Ms. Ventura, Concettina	Teaching Staff Member	Present	
16	Ms. Wei, Helene	RAPT Administrator	Present	

Minutes				
#	Agenda Item	Discussion	Action/ Decision	Responsible
1	Confirmation of Minutes of the last meeting	No comments	Confirmed	ALL
2	Co-chairperson's report	<ol style="list-style-type: none"> 1. Looking for volunteers on Jan 24th to help with primary CNY celebration 2. Organize CNY lunch for Sodexo team 		Tracy/ Jerry
3	Treasurer's report	<ol style="list-style-type: none"> 1. \$1MM HKD fixed deposit with OCBC at 3.8% interest 2. Authorized signatories - updated to Tracy, Jerry, Cedric, and Joyce 		Cedric
4	Principal's report	<ol style="list-style-type: none"> 1. Jenny Chen will be the new Primary Vice Principal (start right after Easter break) 2. Y13 on mock exams this week 3. Primary & secondary Chinese new year assembly; will have lion dance 4. Feb 3rd & 4th ESF CPD (no school for students) 		Dr. Harry Brown
5	Administrator report	<ol style="list-style-type: none"> 1. Bio-digester installed, will use after CNY 2. 50 sets of PE uniform donated 3. All RAPT fees paid except for 3 families 4. Most Fun day prizes have been claimed 5. 26K EDB (10K for college day, 16K for Joyful fruit day) 		Helene
6	Activities report	<ol style="list-style-type: none"> 1. Feb 7th Cleanup before uniform sale 2. Feb 11/12th 2nd hand uniform sale 3. Coffee morning potential topics discussed: <ul style="list-style-type: none"> • Healthy living and eating • Wellness related • Y11-Y12 transition • EFG bank to speak about insurance for your child, estate planning etc. 		Wendy Joyce, ALL
7	Funding Request	<ol style="list-style-type: none"> 1. Caregivers <ul style="list-style-type: none"> • 9K budget approved (300 boxes at 30 per box) 2. IBDP Visual Arts Exhibition (3600HKD budgeted already) <ul style="list-style-type: none"> • Approved for the \$4K budget 3. Every child will get a year book this year from RCHK (family can opt out) 		All

8	AOB	<p>1. Pun Choi night, RCHK leadership team is excited to have this. All agreed to hold the event on Mar 14th Friday. (Note: if light rain, move to the undercover area, if huge rain, then we need to reschedule).</p> <ul style="list-style-type: none"> • Need to get quotation for the pun choi (all agreed the one from last year was very good) • Need to have more non-sweet drinks • Need to think about the games or prizes for the lucky draw 		All
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