



Minutes of the Committee Meeting

Held at 6:30 pm on 20th May 2024

Committee

#	Name	Position	Present	AWA
1	Dr. Brown Jr., Harry Thomas	Ex-officio	Present	
2	Mr. Siu, Kwan Shing (Jerry)	Co-chair		AWA
3	Mr. Chow, Eddie	Co-chair	Present	
4	Mr. Shum, Stephen Wan Hang	Hon. Secretary		AWA
5	Mr. Ng, Chun Him Cedric	Hon. Treasurer	Present	
6	Mr. Tanna, Mehul Girishbhai	Hon. Member	Present	
7	Ms Bannerji, Devina	Hon. Member		AWA
8	Ms. Chang, Shing Woon (Moonie)	Parent Member	Present	
9	Ms. Selarka, Karishma Viral	Parent Member		AWA
10	Ms. Chan, Ada	Parent Member		AWA
11	Ms. Tsui, Wai Sze (Tracy)	Parent Member		AWA
12	Ms. Ramchandani, Mahima Kamal	Parent Member		AWA
13	Ms. Yung, Kar Yee (Joyce)	Parent Member	Present	
14	Ms. Lee, Suk Yee (Rosalind)	Parent Member	Present	
15	Ms. Ventura, Concettina	Teaching Staff Member	Present	
16	Ms. Wong, Sandy	RAPT Administrator		AWA

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#	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	1. RAPT will be using OCBC Bank for the upcoming Fun Day.		Eddie
3	Treasurer's report	1. There is a balance of slightly below HKD1.85 million.		Cedric
4	Principal's report	1. Dr. Brown gave positive thoughts for the meeting with OCBC. 2. Replacement for Samuel’s post has been confirmed. Anney Chan is appointed as the Business Manager starting July. She will be invited to the next RAPT meeting. 3. Y13 Graduation will be held on May 23. 4. Transition week for Y6 will take place from June 3 to June 6.		Dr. Harry Brown
5	Administrator report	1. The outstanding RAPT fee from the 8 families will be followed up through email and telephone	Cedric	Sandy
6	Activities report	1. More than 60 parent volunteers to help for making the successful JFD. The prize presentation of the Tote bag design has been done on 13 May for the secondary students and all the committee members has been invited to join the prize presentation for the primary students on 21 May. 2. Second hand uniform sale less than expected fund raised due to poor weather condition. The Head of the Library will be		Tracy Moonie

		invited at the upcoming Coffee Morning to present the cheque of donation from the fund raised from uniform sale 3. The final Coffee Morning of this academic year will be held on 29 May. We have around 20 parents registered so far. We will send out another reminder for the parents to sign up.		Joyce
7	Funding Request	1. No funding request received		
8	AOB	N/A		