

## Minutes of the 45<sup>th</sup> Annual General Meeting of the St Andrew's Parent Teacher Association

<b>Date and Time</b>	<b>Saturday, 7<sup>th</sup> March 2015, 12:00pm</b>
<b>Location</b>	<b>St Andrew's Secondary School Auditorium</b>

<b>1.0</b>	<b>Welcome and Opening Address</b>
1.1	<p>With 78 members present, the quorum was inadequate to call the Annual General Meeting to order.</p> <p>In accordance with Rule 16, clause (I), after a waiting period of more than half an hour, the Honorary Secretary of the St Andrew's Parent-Teacher Association (SAPTA) called the meeting to order.</p>
1.2	<p>The Principal of St Andrew's Junior School, Mrs Wong Bin Eng, welcomed the assembled members to the AGM.</p> <p>On behalf of the school management, Mrs Wong placed on record her thanks to the 2013-2014 SAPTA Executive Committee.</p> <p>She then opened the meeting with a prayer.</p>
1.3	<p>The Honorary Secretary of SAPTA, Mr Desmond Ong, thanked the teachers from the St Andrew's Junior School, the St Andrew's Secondary School, parents from both Schools and Committee Members for attending the AGM.</p>
1.4	<p>Members who were present at the AGM are listed in Annex 1 of the minutes.</p>
1.5	<p>The Agenda presented was accepted and the Meeting proper started.</p>

2.0	<b>Adoption of Minutes of the 44<sup>th</sup> Annual General Meeting held on 29<sup>th</sup> March 2014</b>
2.1	The minutes were distributed to members in the second week of February as part of the AGM Notification for 2015.
2.2	<p>There being no matters arising from the Minutes presented, the Honorary Secretary of SAPTA then requested the floor to adopt the Minutes.</p> <p>Proposed : Mrs Lucy Toh  Seconded : Mr Tan Yan Kit</p> <p>The Minutes of the 44<sup>th</sup> Annual General Meeting was adopted by all present during the Annual General Meeting held on 7<sup>th</sup> March 2015.</p>

3.0	<b>Election of Office Bearers and Executive Committee 2015-2016</b>
3.1	When nominations closed on 4 <sup>th</sup> March 2015, there were 16 nominations to fill the 14 positions in the 2015-2016 Executive Committee.
3.2	The 16 nominees were introduced to the AGM and elections were then duly conducted. Voting members were each given a numbered list of the 16 nominees and requested to shade 14 nominees on an optical sheet provided.
3.3	Mr Thomas Tham (Vice-Principal, SAJS) presided over the election process. The optical sheets were then taken to the SASS General Office and read by the optical reader. Ms Dorcas Ho from SAPTA witnessed the counting and recording process.
3.4	The meeting proceeded with the agenda as the votes were being counted.

<b>4.0</b>	<b>Chairman's Report</b>
4.1	Mrs Sharon Naidu-Lim proceeded to give the meeting a short summary of what SAPTA had achieved in 2014.
4.2	<p><b>Academic Scholarships</b></p> <p>SAPTA sponsored three scholarship awards (worth \$500 each) to the Top PSLE students from SAJS who crossed over to SASS at the Founder's Day celebrations.</p> <p>The scholarships were presented to:</p> <ul style="list-style-type: none"> <li>- Chun Jun Han, Julian,</li> <li>- Ganesh Mishra s/o Radhey Raman,</li> <li>- Oon Chong Yi, Doran.</li> </ul>
4.3	<p><b>The Albert Goh Sportsman Study Programme</b></p> <p>With the close of 2014, SAPTA celebrate 6 years in which the Albert Goh Sportsman Study Programme has been supporting our time starved sports boys.</p> <p>As at 31 December 2014, the balance in funds for the study programme stands at \$28,928.51, including the \$6000.00 donated by SAPTA in December. However, it was highlighted that invoices for Term 3 and 4 have not been included in the December balance.</p> <p>After many discussions among stakeholders, it was decided that in order for it to be sustainable, the study programme will transition from a fully subsidized to a co-paid scheme in 2015. The details of the new scheme will be finalized and announced by SASS during Term of 2015.</p>
4.4	<p><b>SAPTA Cares</b></p> <p>At the beginning of 2014, the SAPTA Cares fund had a balance of \$6,639.00. During the course of the year, the fund was used to support FAS boys in SAJS's Extend-A-Care Program. The Extend-A-Care Program extends a hand to boys who are in dire need of after school care due to their family circumstances.</p> <p>SAPTA sponsored the boarding cost for 3 FAS boys at St Andrew's House (SAH) Day Boarding Centre, including transportation cost for one, a Primary one boy. Our total expenditure was S\$7,660.00. With some donations coming in, we ended the year with a deficit of S\$79.00 in our SAPTA Cares account.</p>

	<p>In December 2014, the fund was again topped-up with 50% of the profits from our October SAJS SAPTA Carnival amounting to S\$8,359.06 and 30% of total membership subscriptions amounting to \$5,602.20. A total of S\$13,961.26 was transferred to our SAPTA Cares Account for use in 2015.</p> <p>SAPTA stays committed to the Extend-A-Care program in 2015 and plan to expand our involvement beyond just financial support. Spearheaded by Belinda Bay, SAPTA intends to help strengthen the bond between Parent Volunteers (Befrienders) and the boys in the program by organizing more social and community activities.</p>
<p>4.5</p>	<p><b>Teachers' Day Celebrations</b></p> <p>To mark Teacher's Day in SAJS, the various Parent Support Groups (PSGs) under the SAPTA umbrella and the Church of Ascension came together to organize a luncheon. SAJS Teachers were treated to a sumptuous potluck buffet accompanied by karaoke at the Lee Kuo Chuan Hall, beautifully decorated by parent volunteers.</p> <p>SAPTA would like to acknowledge the contributions of the Church, PSG's who sponsored the lovely spread and especially the effort of our organizers, Alvin McCully, Deborah Lee and Yvonne Pek.</p> <p>SAPTA were also part of the SASS Teacher's Day celebrations. We were happy to sponsor the Breakfast Bar and the beautifully decorated CoE Room. SAPTA's Juliana Chiew and Lilian Tng worked closely with Mr Kevin Lune to plan the breakfast event.</p>
<p>4.6</p>	<p><b>Parenting Seminars, Workshops and Events</b></p> <p>SAPTA organised the following seminars in 2014:</p> <ul style="list-style-type: none"> <li>- Parents Learning Festival 2014</li> <li>- How to Inspire Your Students to be a Champion</li> </ul> <p>In partnership with the Church of Ascension, the Dads-For-Life event was held in January with father and son teams competing in an Amazing Race.</p> <p>Members from our SAPTA Committee had the opportunity to attend the South Zone Parent Support Group Conference organized by the PSG in Ai Tong School and MOE's COMPASS (COMMunity and PARENTS in Support of Schools).</p>

<p>4.7</p>	<p><b>SAPTA Membership</b></p> <p>Having introduced our new Membership Programme in 2013, all existing members were issued of a SAPTA Membership Cards, as well as SAJS and SASS Teacher members were fully completed by June.</p> <p>The new merchants who joined our Merchant Programme in 2014 included Brainy Moves Pte Ltd, The Eyecare Initiative, e3 Discovery Education and Zalora Online Fashion Store. With their membership cards, SAPTA members enjoy exclusive treats and special discounts with these merchants who have partnered with us.</p> <p>Our membership drive during the Primary 1 Orientation Day brought in 99 new 6-year membership subscriptions (\$60.00) from new parent members.</p> <p>Our membership drive during the Secondary 1 Registration brought in 57 new 4-year membership subscriptions from the Secondary One parents. Parents whose sons crossed over from SAJS paid \$30.00 while new parents paid the standard \$40.00membership subscription.</p> <p>Total membership subscriptions for 2014 amounted to S\$18,674.00. Of this sum, 30% i.e. S\$5,602.20 was transferred to the SAPTA Cares fund.</p>
<p>4.8</p>	<p><b>Fundraising</b></p> <p>The 2014 SAPTA food and fun fair was held on Children’s Day, 2nd October. Timed just after the PSLE examinations, the theme for the carnival was SAINTS WORLD CUP!</p> <p>Our organizing committee threw an unforgettable Children’s Day party with lots of games related to soccer and exciting food stalls offering cuisines from countries that qualified for the 2014 World Cup.</p> <p>SAPTA would like to express their heartfelt thanks to SAJS staff, all classes, PSGs and parents who contributed towards the carnival making it a resounding success. SAPTA would also like to thank the organizing committee, Tan Yan Kit, Belinda Bay and Stanley Ng for their leadership and superb project co-ordination.</p> <p>Special thanks to Saints FC, who took on the task of planning, organizing and managing all the soccer related games held in the school hall.</p> <p>The 2014 SAPTA Carnival raised a total net profit of S\$16,718.12, of which 50% or S\$8,359.06 was transferred to the SAPTA Cares fund for 2015.</p>

<b>5.0</b>	<b>Adoption of the Financial Statement of Accounts for the year ended 31st December 2014</b>
5.1	Ms Amanda Lim, Assistant Honorary Treasurer of SAPTA, presented the Financial Statement of Accounts for the year ended 31 December 2014.
5.2	<p>Total income for 2014 amounted to S\$36,174.77, substantially more than the previous year as it included membership income for years, 2013 and 2014.</p> <p>New expenditure for 2014 included the remuneration of a part-time administrator hired in April as administrative duties became too heavy for committee members to manage in-house.</p> <p>In view of the fact that the S\$3000.00 per annum set aside for the SAA/SAPTA Sports Scholarships for 2013 and 2014 was not utilized during those 2 years, SAPTA decided to donate the S\$6000.00 to the Albert-Goh Sportsman Study Programme.</p> <p>We ended the year with a healthy balance sheet and a small surplus of \$306.35</p>
5.3	<p>There being no other matters arising from the Accounts presented, the Chairman of SAPTA, then requested the floor to adopt the Accounts.</p> <p>Proposed : Mr Jemmy Ong  Seconded : Ms Dorcas Ho</p> <p>The Accounts were adopted by all present during the Annual General Meeting held on 7<sup>th</sup> March 2015.</p>

<b>6.0</b>	<b>Thanking Members the 2013-2014 Executive Committees</b>
6.1	<p>Mrs Sharon Naidu-Lim, Chairman of SAPTA, thanked and acknowledged all the Executive Committee Members, Co-opted Members, PSG/Club representatives for their unyielding support and dedication.</p> <p>On behalf of SAPTA, she also recorded her thanks go to Mr Thomas Tham, Mr Roger Ng and Mr Shashidaran Kaneson for their steadfast presence as the school representatives in the EXCO.</p>

	<p>She expressed her gratitude to Mr Jemmy Ong, SAPTA ex-chairman and adviser for his invaluable and readily available advice.</p> <p>Sharon also expressed her appreciation to Principals, Mrs Lucy Toh and Mrs Wong Bin Eng for their unfailing support of SAPTA.</p> <p>She went on to thank St Andrew's Alumni for allowing SAPTA the use of a small office space in the Old Boys Room (Diocese Centre) as a base for SAPTA to operate from and also to house some of our Sportsman Study Programme classes.</p>
6.2	<p>In closing, she personally thanked her fellow out-going committee members for their invaluable contribution to SAPTA and the boys of St Andrew's during their years of service, namely:</p> <p>Mr Leroy McCully (2008 to 2014) – Out-going Vice-Chairman</p> <p>Mr Desmond Ong (2009 to 2014) – Out-going Honorary Secretary</p> <p>Ms Dorcas Ho (2007 to 2014)</p> <p>Ms Lilian Tng (2013-2014)</p>

<b>7.0</b>	<b>Presentation of Office Bearers and Executive Committee 2015-2016</b>																		
7.1	With the votes counted and the 14 nominees in unanimous agreement of the elected office, the Honorary Secretary presented the newly elected Executive Committee of the St Andrew's Parent-Teacher Association for the term 2015-2016.																		
7.2	<p>The following nominees were elected into Office.</p> <table> <tr> <td>Chairman</td> <td>-</td> <td>Mr Tan Yan Kit</td> </tr> <tr> <td>Vice-Chairman</td> <td>-</td> <td>Mr Alvin McCully</td> </tr> <tr> <td>Honorary Secretary</td> <td>-</td> <td>Mr Adrian Ang Chee Wei</td> </tr> <tr> <td>Asst. Honorary Secretary</td> <td>-</td> <td>Ms Christina Chan Soo Ling</td> </tr> <tr> <td>Honorary Treasurer</td> <td>-</td> <td>Mdm Te Yen Ni</td> </tr> <tr> <td>Asst. Honorary Treasurer</td> <td>-</td> <td>Mdm Pek Siao Ling</td> </tr> </table>	Chairman	-	Mr Tan Yan Kit	Vice-Chairman	-	Mr Alvin McCully	Honorary Secretary	-	Mr Adrian Ang Chee Wei	Asst. Honorary Secretary	-	Ms Christina Chan Soo Ling	Honorary Treasurer	-	Mdm Te Yen Ni	Asst. Honorary Treasurer	-	Mdm Pek Siao Ling
Chairman	-	Mr Tan Yan Kit																	
Vice-Chairman	-	Mr Alvin McCully																	
Honorary Secretary	-	Mr Adrian Ang Chee Wei																	
Asst. Honorary Secretary	-	Ms Christina Chan Soo Ling																	
Honorary Treasurer	-	Mdm Te Yen Ni																	
Asst. Honorary Treasurer	-	Mdm Pek Siao Ling																	

7.3	<p>The following nominees were the elected eight Committee Members.</p> <p>Ms Belinda Bay Gann Li  Ms Lee Poh Yin Amanda  Mr Goh Su Liang  Mr Adrian Lee  Mr Lee Chuey Yong Deborah  Mr Daniel Lim  Mr Lim Kim Hock Kingston  Mr Tong Wei Jian Ken</p>
7.4	<p>The new Chairman, Mr Tan Yan Kit, then invited the following nominees to be co-opted as members of the committee. The members were:</p> <p>Mr Ram Prashad  Mr Eoin Zuriel Yankaya</p>

<b>8.0</b>	<b>To elect two (2) Honorary Auditors</b>
8.1	<p>The Honorary Secretary thanked the out-going auditors, Mr Mohammad Shaifullizan and Mr. Liang Sea Fong.</p>
8.2	<p>The meeting elected two new Honorary Auditors for 2015.</p> <p><b>Mr Khairil Anuar Bin Idris of SAJS</b>  Proposed : Mr Thomas Tham  Seconded : Mr. Tan Yan Kit</p> <p><b>Mr Kenson Go of SASS</b>  Proposed : Mrs Lucy Toh  Seconded : Ms. Yvonne Pek</p> <p>As there were no further nominations being put forward, the Honorary Secretary proposed for the nomination to be closed.</p>



<b>9.0</b>	<b>Any Other Business</b>
9.1	There being no other matters arising for discussion, the 45 <sup>th</sup> Annual General Meeting of the St Andrew's Parent-Teacher Association was called to a close.
9.2	Mrs Lucy Toh, Principal of St Andrew's Secondary School, gave a vote of thanks to the SAPTA Executive Committee for their involvement and support to the school. She also thanked Mrs. Sharon Naidu-Lim and the Outgoing Members Committee for their stewardship these past years and thereafter, closed the meeting with a prayer.
	The SAPTA 45 <sup>th</sup> Annual General Meeting came to a close at 2.30pm.

Minutes Recorded by:  
Jean Tan  
SAPTA Administrator

Minutes vetted by:  
Sharon Naidu-Lim  
Chairman (2013-2014)

---

**Mr Adrian Ang**  
Honorary Secretary (2015-2016)

---

**Mr Tan Yan Kit**  
Chairman (2015-2016)