

Minutes of the 47th Annual General Meeting of the St Andrew's Parent Teacher Association

Date and Time	Wednesday, 29th March 2017, 5:00pm
Location	St Andrew's Secondary School Auditorium

1.0	Welcome and Opening Address
1.1	<p>With 81 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, Ms. Patsy Neo, welcomed the assembled members to the AGM.</p> <p>On behalf of the school management, Ms. Patsy placed on record her thanks to the 2015 - 2016 SAPTA Executive Committee.</p> <p>She then opened the meeting with a prayer.</p>
1.3	<p>The Honorary Secretary of SAPTA, Mr Adrian Ang, 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	Adoption of Minutes of the 46th Annual General Meeting held on 24th March 2016
2.1	The minutes were distributed to members in the second week of March as part of the AGM Notification for 2017.
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 : Mr. Thomas Tham Seconded : Mr. Shashidaran Kaneson</p> <p>The Minutes of the 46th Annual General Meeting was adopted by all present during the Annual General Meeting held on 29th March 2017.</p>

3.0	Election of Office Bearers and Executive Committee 2017-2018
3.1	When nominations closed on 24 th March 2017, there were 15 nominations to fill the 14 positions in the 2017-2018 Executive Committee.
3.2	The 15 nominees were introduced to the AGM and elections were then duly conducted. Voting members were each given a numbered list of the 15 nominees and requested to tick 14 nominees on a name list sheet provided.
3.3	Mr Thomas Tham (Vice-Principal, SAJS) presided over the election process. The votes were manually counted. Ms Sharon Naidu from SAPTA witnessed the counting and recording process.
3.4	The meeting proceeded with the agenda as the votes were being counted.

4.0	Chairman's Report
	Mr Tan Yan Kit proceeded to give the meeting a short summary of what SAPTA had achieved in 2016.
4.1	<p>Academic Scholarships</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"> - Kee Jun Xi, - Torence Goh, - Ho Tsu Way.
4.2	<p>The Albert Goh Sportsman Study Programme</p> <p>With the close of 2016, SAPTA celebrate 8 years in which the Albert Goh Sportsman Study Programme has been supporting our time starved sports boys.</p> <p>As at 31 December 2016, the study programme in SASS is firmly established in each rugby and hockey player's schedule as well as for FAS students in other CCAs. This programme produced good results and dramatically improved the grades of the boys, in particular, some scoring distinctions and resulting in many grateful parents in the process.</p> <p>Some challenges in 2016 as funds for the program had run out by 2015. By the grace of God, the Alumni come forward to help sponsor 50% of the programme so that the sports boys were able to continue receiving academic help to improve their grades.</p>
4.3	<p>SAPTA Cares</p> <p>SAPTA Cares (launched in October 2013 in conjunction with Children's Day) in the last 2 years, has managed to amass contributions of \$43,717.61 (SAJS) and \$12,109.67 (SASS). This was no mean feat and special appreciation and acknowledgement must be given to the tireless efforts of Adrian Ang who reached out to many Old Boys and parents who donated generously to this fund.</p> <p>SAPTA continues to stay committed to the Extend-A-Care program in 2016 and the Extend-A-Care programme has continued to achieve amazing results. With the help of our team comprising of Belinda Bay,</p>

	<p>Deborah Lee and dedicated parent volunteers, we continue to guide and befriend the boys (SAJS) who need care and attention.</p>
<p>4.4</p>	<p>Teachers' Day Celebrations</p> <p>Just like 2015, the Teachers' Day celebrations were organised by the enthusiastic Parent Support Groups (PSGs) under the collaboration of SAPTA and the Church of the Ascension. They organize a luncheon in the beautifully decorated Lee Kuo Chuan Hall in recognition of the dedication and hard work put in by the teachers. SAJS Teachers were treated to a sumptuous potluck buffet accompanied by a fun filled event officiated by an entertainment company engaged by SAPTA. Even though we know we can never repay the dedication of our teacher, we felt that the event served as a timely opportunity to give something back to the teachers.</p> <p>SAPTA would like to acknowledge the contributions of the Church of the Ascension, PSGs who sponsored the lovely cake and especially the effort of our organizers namely, Alvin McCully, Deborah Lee and Yvonne Pek. Special thanks must also be conferred on Patrick Koh (parent) and the group of parent volunteers that organized a special breakfast for the Teachers of SAJS.</p> <p>SAPTA were also thrilled to be part of the SASS Teachers' Day celebrations. We were happy to be given the opportunity to sponsor the traditional lunch buffet that was organized by SASS.</p>
<p>4.5</p>	<p>Caring Teacher Awards</p> <p>Based on nominations from students, the SAPTA committee was honoured to have been involved in the selection of the 5 Caring Teacher Awards for SAJS for 2016. They were</p> <ul style="list-style-type: none"> - Mrs Andreatte Loh, - Mrs Ester Morales, - Mr Mu Zhiming, - Mrs. Pauline Poon, - Miss Alexia Quek
<p>4.6</p>	<p>Parenting Seminars, Workshops and Events</p> <p>The annual Parents Learning Festival, organised by SAPTA, was held in March 2016 and a big draw with more than 150 parents attending. Taught by our very own SAJS teachers, parents were given insights and skills to support their sons in all the subjects taught in school. SAPTA members received a 50% discount for this event. SAPTA will continue to organize this hugely popular event in the coming years so that parents can continue</p>

	<p>to gain useful tips from the teachers which will provide them with some of the necessary skills to coach their sons at home.</p>
4.7	<p>SAPTA Membership</p> <p>There were no new merchants who joined our Merchant Programme in 2016. However, with their membership cards, SAPTA members can continue to enjoy exclusive treats and special discounts with existing partner merchants.</p> <p>Our membership drive during the Primary 1 Orientation Day brought in new 6-year membership subscriptions (\$60.00) from the 2016 Primary One parents.</p> <p>Our membership drive during the Secondary 1 Registration in December also brought in new 4-year membership subscriptions from the 2016 Secondary One parents. Parents whose sons crossed over from SAJS paid \$30.00 while new parents paid the standard \$40.00 membership subscription. The number of new members have reduced in SASS as the total intake has reduced for all secondary schools across Singapore.</p>
4.8	<p>Parent Support Group Conferences</p> <p>Members from our SAPTA Committee also had the opportunity to attend the South Zone Parent Support Group Conference organized by the PSG in Maris Stella Primary School and Dads for Life.</p> <p>The key topics covered at the conference were:</p> <ul style="list-style-type: none"> - New portal where existing PSGs shares how to form new PSG groups in Schools - Share ideas of recruiting new members and also helping parents address some of their issues - Strategies to promote Father's involvement in schools <p>Such conferences also gave us the opportunity to meet and interact with other Parent-Teacher Associations and PSGs. The groups who shared at the conference included Tampines Primary School PSG, Gan Eng Seng Secondary School PTA, Victoria Secondary School PSG and St Hilda's Primary School PSG among others.</p>
4.9	<p>Fundraising</p> <p>The 2016 SAPTA food and fun fair was held on Children's Day, 6th October. Timed just after the PSLE examinations, the theme for the carnival was SAINTS OLYMPIC GAMES! In conjunction with the Olympic</p>

	<p>Games held in Brazil.</p> <p>The organizing committee threw an unforgettable Children’s Day party with lots of sports related to Olympic and food stalls offering sumptuous food adopted and sponsored by a huge group of parents. There is also a photo booth where the boys can take a picture holding a replica of the Olympic Torch.</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 putting huge smiles on our Junior Boys’ faces on Children’s Day.</p> <p>SAPTA would also like to thank the organizing committee, Adrian Ang, Tina Chan, Jean Tan and Yvonne Pek for their leadership and superb project co-ordination.</p> <p>Special thanks also go to 150 PSGs, who took valuable time off from their work to be involved in the task of planning, organizing and managing all the games and food stalls in the school hall as well as the canteen.</p> <p>SAPTA committee also involved in organized for the SASS “Feed the Boys II” Food and Fun Fair in the third week of May which was held just before the mid-year school holidays. The organizing committee would like to express their heartfelt gratitude for the support, donations and efforts of all parents as we managed to put together a highly successful Food and Fun Fair at very short notice.</p>
<p>5.0</p>	<p>Adoption of the Financial Statement of Accounts for the year ended 31st December 2016</p>
<p>5.1</p>	<p>Ms Yvonne Pek, Assistant Honorary Treasurer of SAPTA, presented the Financial Statement of Accounts for the year ended 31 December 2016.</p>
<p>5.2</p>	<p>The SAPTA finances showed an improvement from the previous years of 2015 and 2016. There was an increase in the income from the membership subscriptions and the annual SAPTA food fair.</p> <p>Besides the usual expenses which included the remuneration of our part-time administrator, we had spent a substantial amount for the running of SAJS Food Fair.</p> <p>We ended the year with a healthy balance sheet and a small surplus of \$115.74</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. Thomas Tham Seconded : Mr. Shashidaran Kaneson</p> <p>The Accounts were adopted by all present during the Annual General Meeting held on 29th March 2017.</p>
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6.0	Thanking Members, the 2015-2016 Executive Committees
6.1	<p>Mr Tan Yan Kit, 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, he also recorded his thanks to the Vice-Chairman, Alvin McCully, Honorary Secretary and Assistant, Adrian Ang and Tina Chan, our Treasurer and Assistant Yen Ni and Yvonne Pek for their commitment beyond their call of their respective duties to carry out the tasks to ensure the success of the events and all for the benefit, interest and welfare of the boys.</p> <p>He also expressed her gratitude to Mr Thomas Tham, Mr Roger Ng and Mr Shashidaran Kaneson for their steadfast presence as the school representatives in the EXCO. Yan Kit continued to thank the ex-Principals, Mrs Lucy Toh and Mrs Wong Bin Eng for their unfailing support of SAPTA, and for being the champion when addressing parents in their respective schools as well as the continuous support of the new Principals Ms Patsy Neo (SAJS) and Mrs. Marion Tan (SASS).</p> <p>He went on to thank St Andrew's Alumni for allowing SAPTA to continue 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>

7.0	Presentation of Office Bearers and Executive Committee 2017-2018
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 2017-2018.
7.2	<p>The following nominees were elected into Office.</p> <p>Chairman - Mdm Lee Chuey Yong Deborah Vice-Chairman - Mr Ng Peng Hong Stanley Honorary Secretary - Mdm Lim Li En Avril Asst. Honorary Secretary - Mr Max Lim Honorary Treasurer - Mdm Pek Siao Ling Asst. Honorary Treasurer - Mdm Ethel Ho Gek Hoon</p>
7.3	<p>The following nominees were the elected eight Committee Members.</p> <p>Mr Tan Yan Kit Mr Alvin McCully Mr Adrian Ang Mdm Tina Chan Mdm Te Yen Ni Mr Patrick Elangovan Mdm Marina Mah Mdm Poh Siok Ching</p>
7.4	The new Chairman, Mdm Deborah Lee, then invited, Mr Daniel Teo, the nominee to be co-opted as member of the committee.

8.0	To elect two (2) Honorary Auditors
8.1	The Honorary Secretary thanked the out-going auditors, Mr Ng Chye Huat and Mrs Carol Yap.
8.2	<p>The meeting elected two new Honorary Auditors for 2017.</p> <p>Mr Kevin Ng of SAJS Proposed : Mr Thomas Tham Seconded : Mr Tan Yan Kit</p> <p>Mr Koh Beng Chuan of SASS Proposed : Mr Shashidaran Kaneson</p>

	<p>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>
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9.0	Any Other Business
9.1	There being no other matters arising for discussion, the 47 th Annual General Meeting of the St Andrew's Parent-Teacher Association was called to a close.
9.2	Mr Shashidaran Kaneson, vice 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. He also thanked Mr Tan Yan Kit and the Outgoing Members Committee for their stewardship these past years and thereafter, closed the meeting with a prayer.
9.3	The SAPTA 47 th Annual General Meeting came to a close at 6.10pm.

Minutes Recorded by:
Jean Tan
SAPTA Administrator

Minutes vetted by:
Tan Yan Kit
Chairman (2015-2016)

Mdm Avril Lim
Honorary Secretary (2017-2018)

Mdm Deborah Lee
Chairman (2017-2018)