

## **IPTA External Committee Meeting Minutes**

- Place** : KIS Room 100  
**Date** : **24 January 2017** (Tuesday)  
**Time** : 08:30am - 09:30am  
**Attendance** : Esther (Chairperson), Emona, Birgit, Marissa, and Stephanie;  
Mr. Chadwick (Principal), Ms Glenda Khoo(head of Primary), Marco  
and Jessica (Secondary student Council and Head girl Head boy)  
**Absence** : Kim, Vivian, Catherine

### **Agenda Points**

#### **1. Open the meeting**

##### 1.1 Choice of meeting Chairman

Esther chaired the meeting.

##### 1.2 Choice of meeting Secretary

We opened the meeting by asking Jessica and Marco, as they needed to go back to class, for their update.

They gave us an update about their student council actions and activities. Their information can be found in these minutes, divided under the sections of our agenda.

#### **2. Sports day**

2.1 Esther reported that medals for the upcoming sports day have been delivered to school.

PTA had lent the money to School Sports Committee -Mr. Ackerman- for ordering T-shirts (Orange and Purple) for the two new Houses

Mr. Chadwick and Mr. Ackerman has acknowledged this emergency loan and are responsible to repay the amount to PTA after the sports days. The repayment will be settled by means of (1) Secondary students will buy their own house T-Shirts. (2) the School will pay and undertake the remaining stocks of House T-shirts for selling in the future.

2.3 Esther stated that PTA will provide fruits like apple, bananas. She will order and deliver it to the stadium. It is agreed that the fruits will be



served to ALL sections, except reception and year one, since they only have half a day.

2.4 Marissa suggested to encourage students to bring their water bottles in order to reduce the waste of plastic bottle. However, PTA will bring some water bottles for emergency. This was agreed at the meeting.

### **3. Xmas Concert**

3.1 Feedback about the food were mixed good and bad. The PTA members stated that the timing for serving (do not divide into two sections), and food quality could have been better; the prices were set too high from the school Canteen. Members advised to plan far ahead and consider other catering services for better deal and quality of food in the next Xmas concert.

### **4. Prefect Badges**

4.1 Esther handed over 50pcs of Prefect Badges to Mr. Chadwick, Marco and Jessica (Student Council). They were happy to receive it and showed their appreciation to the PTA.

### **5. Input Mr. Chadwick/Teachers**

Mr. Chadwick stated that there will be;

1] an assembly on 23/2/2017 for Year 9 student to work with teachers on IGCSE choices and to talk about what options are available after Year 9.

2]an open information /liaison meeting for all Primary parents [but especially FOR the Year 4-6]; the purpose will be to hear about our Secondary section and it's Programme from Y7-13 . For parents to 'air' their worries/ to hear about our changes, to learn about what are we trying to do about the curriculum / options/ IT/English /maths/Student leadership/caring/ KELLY.

Mr. Chadwick, Ms Chan and the Secondary teachers will be happy to answer any questions about this phase of education for KIS families. Proposed date evening of February 23<sup>rd</sup>.Mr. Chadwick suggested PTA can organize bake sale or provide snacks, to join this project.



## 6. Dance night for Secondary Section

6.1 Marco reported that secondary students will discuss and come up with a theme for this year. Students Council would hope the PTA will sponsor them like last year such as ;cup- cakes, photo booth, Laser Pass (for security), decoration, hiring DJ, and party snacks. Marco added that there is a teacher who knows a supplier for can drinks in low price.

6.2 The Dance night will be on 23 March, after the exam.

## 7. Financial Review

7.1. Esther reported that there is budget available for projects for this year after reviewing the financial updates prepared by Mr. Chan. PTA would like to hear of any ideas for projects from teachers. Mr. Chadwick will draft up a list of projects for discussion. Esther suggested that dedications on projects by PTA should be made known to students and parents for transparency of PTA's roles and contributions.

7.2 PTA members suggested that the membership fees should be paid by cheque ONLY and it should be included in the school fee in next year. Mr. Chadwick was requested to see if there are any objections to collect the fee for the PTA together with the school fee next year.

7.3 Mr. Chadwick reported no one is interested in looking after the account for PTA in the school at the moment due to the reason that the huge amount of responsibilities in looking after lots of money. PTA suggested Mr. Chadwick to nominate/appoint at any potential staff in the school to take up this post.

## 8. What someone likes to bring in

8.1 Esther advised that the PTA should start making substantial plans for the next PTA committee, because some members will leave KIS.

8.2 Primary Teachers reflected that lots of students bringing in; unhealthy snacks (high in sugar); birthday goodies bags, etc. to school, and also raised their concerns on the snacks from the school Tuck shop.

Mr. Chadwick and the Primary teachers are working on a campaign to educate everyone one suggestion was that students can make; book donations to the school library, or other charity, instead of spending money on birthday



parties/goodies bags for birthdays.

8.3 Marissa did some research to go to the movie in the Hong Kong Film Archive with some year groups. It turns out they don't have appropriate movies, but they have a guided tour that seems interesting.

8.4 It also seems a good idea to invest the money from our separate account into art week and music instruments, for school. By doing so, the money will be spend on both, Korean and International, sections.

## 8. Next meeting

The next External meeting is scheduled on 7 March 2017

Meeting closed at approximate 10:30am

