

Meeting Minutes
PTASC – HKUGA College
Academic Year 2009/10 – Fourth Meeting
(In draft, to be formally adopted at the Fifth Meeting)

Date:	26 March, 2010
Time:	7.00 pm
Attendees:	Leona Chan (Vice Chairman) Dennis Chan (Principal) Newman Chan (Vice Principal) Anita Lok (Secretary) Ada Chung (Co-secretary) Stephen Hui (Treasurer) Windy Leung Fronnia Wong Vivian Wong Wallace Ng
Absent with apologies:	Stephen Ko (Chairman) Sydney Wong (Vice Principal & Vice Chairman) Anita Lo Peter Yuen

Ref.	Contents	Responsible Persons
1.	PTA members reviewed the minutes of the last meeting on 22 January 10. The minutes were confirmed.	
3.	<p>Preparation for AGM on 15 May and election of SC members and PM</p> <p>The meeting discussed the preparation for AGM on 15 May. Charles Yu and the Principal would speak on selected topics at the AGM and it was resolved that snacks would be served after the meeting. At least 6 SC members would step down after the AGM and all parents and teachers were urged to nominate suitable candidates to be elected as SC members and Parent Manager.</p>	Anita Lok, Stephen Ko, Ada Chung.
4.	<p>Issues relating to constitution</p> <ul style="list-style-type: none"> - The meeting discussed and agreed that it was desirable to recruit parents of S1 students to be SC members. On that basis, the meeting agreed that the AGM should be held around end of October so that parents of S1 students could stand for election as SC members. For the transitional year (namely, school term 2010/11), it was agreed that another General Meeting should be held around end of October 	

	<p>2010 so that parents of S1 students could stand for election to be SC members. The term of SC members would be amended to tally with the change in the date of holding AGM.</p> <ul style="list-style-type: none"> - It was also resolved that if the AGM could be held around end of October, there was no need to change the financial year of the accounts of PTA. 	
5.	<p>Update by School</p> <ul style="list-style-type: none"> - The Principal and Mr Newman Chan updated members on the term results of S4 and service trips for S4. The service trips for S4 will be held from 5 to 9 July 2010 and each class will organise and agree on its own trip. 	
6	<p>Update by Parent Education Group:</p> <p>Ms Leona Chan informed members of the following seminars:</p> <p style="padding-left: 40px;">24 April 2010 – seminar by Ms Tang Oi Lam; 15 May 2010 – seminar by Charles Yu.</p> <p>Update by Student Welfare Group:</p> <p>Ms Ada Chung reported that a surprise visit was paid to the tuck shop on 10 Feb and the service provided by the tuck shop was found to be satisfactory. A meeting with two managers of the tuck shop was also held to discuss possible ways and means to improve the food quality and general hygiene of the tuck shop.</p>	Leona Chan
7	<p>Comments on PTA Newsletter</p> <p>Ms Anita Lok reported on the comments which she received on PTA Newsletter. Mr Stephen Hui briefed members on the contents of the new PTA website. It was planned to launch the new website in April. The meeting also resolved that there should be a link to the newsletter on the PTA website.</p>	Stephen Hui
8	<p>AOB</p> <p>The following matters were discussed as AOB items:</p> <ul style="list-style-type: none"> - Whether S3 students should have preparatory classes for S4 subjects. The Principal explained that such classes would not be comprehensive enough for students to understand the relevant S4 subjects. - Whether courses offered by Charles Yu should be included as an option under ELA. The school management would consider the offer. 	
9	The meeting adjourned at around 9:20 p.m.	