



Minutes of the Committee Meeting  
Held at 6:30 pm on 15<sup>th</sup> June 2020  
Room AB402 , Renaissance College

Committee

#	Name	Position	Present	AWA
1	Dr. Brown Jr., Harry Thomas	Ex-officio	Present	
2	Mr. Tanna, Mehul Girishbhai	Co-chair (Acting)	Present	
3	Ms. Tse, Yvonne	Co-chair (Acting)	Present	
4	Ms. Ngai, Choi Fung, Phoebe	Hon. Treasurer	Present	
5	Ms. Deng, Manshu	Hon. Secretary	Present	
6	Ms Mah, Audrey Kwai Yee	Parent Member	Present	
7	Ms Chan, Ming Tak, Helena	Parent Member	Present	
8	Ms. Lee Sze Wai Selia	Parent Member		AWA
9	Ms Fung, Wing Yan Florence	Parent Member	Present	
10	Ms. Lam, Tsz Fung, Keith	Parent Member	Present	
11	Mr. Noyes, Keith Samuel	Parent Member	Present	
12	Mr. Tam, Manon	Parent Member	Present	
13	Ms Richter, Kelly Rae Marie (Anderson)	Teaching Staff Member		AWA
14	Ms. Ventura, Concettina	Teaching Staff Member	Present	
15	Ms. Nicolle, Julie Lynne	Teaching Staff Member	Present	
16	Mr. Yau, Chung Chee	Senior RAPT Administrator	Present	
17	Ms. Szeto, Wai Yiu	RAPT Administrator	Present	

Minutes

	Agenda item	Discussion	Action/Decision	Responsible
1	Confirmation of Minutes of the last meeting		Confirmed	
2	Co-chairperson's report	Heartfelt thanks to the school management, all teachers and staff for working hard in making sure online learning continues and students make progress in their learning during past few months. Because of COVID-19, RAPT events such as Transition Coffee Morning, Second-hand Uniform Sales, FE workshop, Parent volunteers appreciation lunch in June are cancelled.		



3	Treasurer's report	<p>1. Bank balance: 1.3 M</p> <p>2. The budget for 2020-21 was presented</p>	Budget Approved	
4	Principal's report	<p>1. Great appreciation of support from the parent community over the past months.</p> <p>2. Graduation ceremonies for Y6, Y11, Y13 will be held, and live streamings will be available for parents to participate. Social distancing measures will apply accordingly.</p> <p>3. The school is penciling in plans for regular schooling starting in mid-August. Details will be mostly pending upon social distancing guidelines by the government bodies.</p>		
5	Administrator report	<p>1. 2019 Lottery Licence:</p> <p>A) The review report, income/expenditure statement and cash counting record were delivered to HAD on February 26, 2020 before the due day.</p> <p>B) The net proceeds of 2019 raffle ticket sale (\$201,277) was donated to RC on March 6, 2020 which is for replacing drinking water fountains in school. Samuel informed us that he will have the school equipped with 16 new fountains while the other 5 will remain unchanged. The new fountains will be used on a loan basis.</p> <p>2. RAPT Fee: Up to June 12, 2020, there are 1,623 families subject to pay the fee. Total fee receivable is \$446,325. Besides the fee of \$550 from 2 families yet to receive, we are able to receive \$445,775 from 1,621 families. In the last school year, we received the fee amounting to \$402,750 from 1,611 out of 1,612 families.</p>		



		<p>3.The annual return (NAR1) has already been filed with Companies Registry by the end of April, 2020</p> <p>4. For EDB Grants, the unspent amount for the 2 approved activities may need to be returned to EDB. It will be informed when we do the evaluation after the summer holiday.</p> <p>5.The awards for best sellers of 2019 raffle tickets were presented by 2019 College Fair Coordinators Teresa Wong and Phoebe Ngai on June 11, 2020. For Primary, the winning class is 6RM and the best Individual is Ching MAN in the class. For Secondary, the winning class is S7 and the best Individual is Jasmine CHUNG from M1 1. RAPT gave out two pieces of The Commercial Press book coupons with the value of \$100 each as the rewards for the best individual, and prepared a gift set for each of the winning classes' students as the alternative of pizza party originally scheduled.</p> <p>6.The refund of wristband purchase for 2019 College Fair has been arranged. RAPT returned \$5140 to parents who visited RAPT Office for cash collection from November 2019 to January 2020. Currently, 19 parents purchased wristbands and have not got refund will receive cheques to be carried home by students in communication bags in this week. The total refund amount is \$2720, with one of the parents cannot be reached.</p>		
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	RAPT Events	<p><u>2020 RCHK College Fair</u> Decisions and plans will be revisited after summer holidays. As of now, RAPT will not apply for a lottery licence for raffle ticket sale.</p> <p><u>Welcome BBQ</u> It will be on schedule and subject to change according to the situation when the school re-opens after the summer holiday. Audrey and Keith Lam will help out.</p> <p><u>Second-hand Uniform Sales</u> RAPT is still receiving donations of unfit uniforms. However, sales will be postponed due to sanitary and social distancing measures. For hygienic reasons, the school will wash all donated uniforms during the summer holiday prior to sale.</p>		
6	Funding Request	<p><u>For request from the Sustainability Team</u> Application is postponed to next school year.</p> <p><u>For request from the Pedal Kart Team</u> RAPT agreed to support Option 1: Utah trikes, with a sum of \$48,415.</p> <p><u>For request from the Facility Dpt.</u> RAPT agreed to grant an additional funding of \$9,925 for additional 5 tents.</p>		
7	Activities Report	<p><u>Joyful Fruit Day</u> Joyful fruit day livestream workshop and competitions went well. It continues to inspire community to embrace healthy eating and love for food.</p>		
8.	AOB	<p>A discussion on supporting the activities carried out by NutriAgent Team was facilitated. A budget of \$5,000 was granted for the Team's activities in the next academic year.</p>		