

PA Meeting Minutes – June 2018

Date: 5th June, 2018

The Meeting started off with Mr. Laird thanking the PA Executive Committee members and presenting them with a small gift.

Mr. Laird then addressed the new Early Years building. He stated that the project is nearing completed and will be finished, besides moving in furniture in the next months. Also, he explained that the building materials are being monitored and chosen especially for the children's safety. A list of these materials will be posted on the school website. Further, since major construction will be completed in the next few weeks the building will also be allowed to air over the next 2 months before children enter and use the premises next term. The Early Years building will be for Early Years mainly, Primary children for Dance and Drama. In addition, 1 class will be announced soon to also be in this new building.

With the expansion of school property Alison asked for some additional PA storage space allocated for PA use. Mr. Laird and Majella will discuss with Kally Zhang, but did agree that more space will be accessible for use after this expansion.

In the entry to the New Building a Time Capsule will be placed and opened 40-50 years from now. The primary children are giving input on what to place inside the time capsule.

End of Year Ceremony is Tuesday June 19th at the New World Hotel Beijing, drinks and canapes start at 10:00 am, ceremony at 10:30 am. A Year 6 graduation ceremony will follow.

Alison Summarized the Budget for the Year:

Starting total 200,000 RMB

Welcome Party – 34,520 IN, 35,116 Out – 1,000 Difference

International Day – 14,770 – Out

Halloween party – 6,000- Out

Santa's Secret Shoppe- 44,546 IN, 27,376 OUT- 17,170 profit- donated to charity

Bake Sale- 5,336 IN

Staff Appreciation- 6,500 Out

Art Auction 34,365 In 50,226 Out- difference 15,861 – charity donations 34,070

Alison recapped the Art Auction which raised 34,000 RMB for Charity.

The Summer Term Bake Sale was cancelled due to short notice for preparation.

Next School Year all positions of the Executive Committee and the Lunch Parent Coordinator position are open. The room was then asked if a candidate would come forward for these roles. No one in attendance stepped forward. By WeChat Eileen Chu had agreed to be the Treasurer and Nicole Jiang the volunteered as Secretary. The remaining positions will remain open until filled.

The need for future volunteers and how to stimulate this in the Parent Body was discussed. A Welcome Letter that includes a questionnaire to help stimulate volunteerism was discussed. This would be sent to all Parents in the beginning of the next School Year. Having the PA be a presence at the Orientation Days was also discussed. Also, thanking Parents on the digital screens in the lobby was discussed. It was proposed that the Welcome Team submit photos for these screens too for new Parents to recognize them more easily.

We also voted to split the proceeds from the upcoming Art Auction between MCF and Couleurs de Chine.