



Annual General Meeting (Virtual)

Thursday, 16 September 2021, 8pm, via Zoom

MEETING MINUTES

1. Welcome and Principal's Address

Rita Ransome, Co-chair, called the first ever virtual AGM to order at 8:03pm. Rita welcomed everyone and introduced the DCA - a volunteer, social events organisation regulated by the Registry of Societies with a small elected committee and other committees made up of parent volunteers. Our aim is to enrich the student and family experience at DCIS. Thank you to all parents who helped out in any capacity last year despite the tough environment amidst COVID. All parents of DCIS students are automatically a member of the DCA and we welcome you to come volunteer and share your ideas.

Thanks to Zoe for hosting this first virtual AGM.

Richard Dyer, Principal, thanked the DCA, for persevering despite the challenging environment last year. The DCA plays an important role as an anchor for our community. It helps to secure and strengthen our community bond through various events and activities. He also extended the appreciation from the staff and teachers for the role the DCA plays. He thanked Zoe for linking the DCA to DCIS.

2. Overview of 2020-2021 Activities

Claire Venter, Co-chair, summarised the DCA activities in 2020-2021. It was a tough year with many restrictions, so we had to think outside the box. Surprisingly, we accomplished a lot despite the COVID restrictions.

Rita pointed out that Term 1 is traditionally our busiest term. And even despite COVID, we continued to have a busy Term 1.

- Halloween - We held very successful Halloween virtual events, including a cookie baking with TOTT targeted at families, a secondary virtual murder mystery, a virtual dance competition, a virtual movie challenge, as well as online tutorials on sushi making, face painting and origami.
- Christmas - For Christmas, we produced Singapore-themed Christmas cards, we had our first foray into publishing with the Holiday Edition, we held a festive family quiz, and did a series on naughty elf around school leading up to the holidays.
- Decorations - Last but not least, we decorated the school for both Halloween and Christmas and this was very well received by our community. The Instagram and Facebook posts on our school decorations are our most popular posts to date. Thanks to all the volunteers who came out to help decorate. These were huge undertakings and we couldn't have done them without our volunteers!



Claire summarised our activities in Term 2.

- Walking groups – We held our first walking groups this term, and they've been hugely popular. There is now a WhatsApp group where hosts post their suggested walks and the sign-ups have been very quick.
- Primary used charity book sale – This is our first ever charity used book sale. Thanks to the generosity of our families, we collected over 2000 books and raised \$3814 for Curious Thoughts. Thanks to Ms. Doyle as well as Zoe for helping with this initiative.
- Virtual parents quiz night – This was a fun and well-attended event. A teacher team won in the end, and it was all in good fun.
- CNY decorations – As requested by the Mandarin department, we decorated the school for Chinese New Year. Thanks again to the volunteers who helped to put up and take down decorations.
- Easter decorations – We decorated the school for Easter. Again, thanks to everyone who came out to support this. It was a welcomed treat to the children leading up to our term break.

Term 3 was also very active.

- Virtual Teacher's Appreciation – We asked students to post thank you notes online, and this was **collated** for the teachers. This took the place of our usual Thank You Tea which of course could not take place due to the restrictions.
- Heritage Tours – In addition to the walking groups, we were able to arrange a few heritage tours with outside vendors before restrictions were back in place. Heritage tours included tours of Jalan Besar, Kampong Buangkok and the Intan.
- Hari Raya decorations – For the first time, we decorated the school for Hari Raya. Thanks to all the volunteers.

Thank you again to all the parents who volunteered to help us make last year a successful year.

We always welcome feedback, so do get in touch with us if you have any feedback, new ideas or suggestions.

3. Social media

Thanks to our Social Media Coordinator, Ayca, we were able to grow our online presence this year on both Instagram and Facebook. On Facebook, we reached 749 unique FB accounts. Not surprisingly, for both platforms, our posts on school decorations were the most popular. We believe that since parents couldn't physically come into school, the decorating posts were a good way for the parents to feel connected to what's happening at school. Zoe also reported that the decorating posts were also hugely popular on the school's own FB page.

4. Financial report

Karyn Pereira, Treasurer, presented the financial accounts for 2020-2021. The DCA made a profit of \$2882 for the 2020-2021 fiscal year. Despite not being able to hold onsite events for Halloween and Christmas, the Used Uniform Sale (sales up 50%) and Christmas card sale boosted our profits. Further, our expenses went down due to no onsite events, but our non-event expenses, like decorations, charity donations, and graduation gifts, went up.

For charity, we donated a total of \$13,814k:

- \$6k Riding for the Disabled
- \$4k HOME
- \$3814 Curious Thoughts Giving

For this year, we are proposing to donate \$10k:

- \$6k Riding for the Disabled
- \$4k Save the Children

If there are any disagreements, please let us know. To clarify, we are only allowed to donate to local charities with a local office that are on the school's approved charity list.

5. Committee elections

A quorum is confirmed at the meeting – 28 participants

Co-chair position 1: Donna Kitsos standing for election – no objections, passed by simple majority

Co-chair position 2: This position is still vacant.

Treasurer: Karyn Pereira standing for re-election – no objections, passed by simple majority

Secretary: Joanna Ip standing for re-election – no objections, passed by simple majority

Non-executive Committee

Lower Primary (LP) Coordinator: Helen Lydon Smith

Upper Primary (UP) Coordinator: Joanna Ip

Secondary Coordinator: Caroline Codrington

Social Media Coordinator: Nicky Moody (T1)

Creative Director: Evi Mateo

Advertising & Graphics: Mieke Lobert

Pathways Family Coordinator: Deana Candelori

Japanese Family Coordinator: Fumiko Dobashi

South Korean Family Coordinator: TBC

Thank you all for volunteering.

6. Resolutions

Rebecca Harding and Sarah Davies have volunteered to act as the Honorary Auditors for the financial year 1 August 2021 to 31 July 2022. Thank you.

7. Proposed events for 2021-2022

With the current social distancing regulations, we are looking at new ways to engage our community. We will focus on Term 1 for now and assess further as we move forward and find ways to work with the restrictions in place.

Term 1

- Used uniform sale
- Christmas cards – Mieke has already started working on ideas
- Walking groups
- Virtual festive quiz
- Halloween decorations – Evi has already started working on this
- Christmas decorations

Term 2

- Used uniform sale
- Parents quiz
- Walking groups

Other ideas

- Blood donation drive
- Mother's Day and Father's Day gift sale
- 50th Anniversary ideas – commemorative t-shirt, coin

The new executive will confirm these events and come up with other ideas.

8. Any other business

A warm welcome to our new Chair, Donna.

Thank you all for attending. As always, get in touch with us if you have any other ideas, suggestions or feedback.

The next DCA meeting will be on Tuesday, 2 November.

All DCIS parents are members of the DCA. Our aim is to promote a thriving school community spirit through various events.