



Parent Supporters Group

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October PSG Meeting Minutes

Wednesday 4 October 2017

Began 9am, ended 10am

Parents Room (Room 213, upstairs of Early Primary building)

Attendees: Brenda Liang, Carina Persson, Carolyn Whitehouse, Chuleeporn K (Som), Danielle Wilson, Elina Ryzhkova, Gina Linane, HyunHee Lee, Joanne Smith, Karen Brent, Lenka, Louise Gillies, Mini Sharma, Montip Sahaya, Rose Gamito, Ruth Demery, Sofie Atkinson, Sunny Kim, Susan Dineen, Xuejun Zhang, Yajie Liu, Yuko Tsuji

1. Quick review of September PSG Meeting minutes and the recent PSG activities

❖ Email contacts of the PSG Committees

New email addresses have been created for Treasurer, Eco Committee Parent, Sports Coordinator, Performing Arts Coordinator and Parent Class Contact Coordinator.

- | | |
|-------------------------------------|--|
| • PSG Chairperson | PSG_Chairperson@regents-pattaya.co.th |
| • PSG Secretary | PSG_Secretary@regents-pattaya.co.th |
| • PSG Treasurer | psqtreasurerregents@gmail.com |
| • Welcome Committee | Welcome@regents-pattaya.co.th |
| • Eco Committee | psq.ecocommittee@gmail.com |
| • Green Grub Coordinator | green.grub.parents@hotmail.com |
| • Parents Cooking Class Coordinator | regentsparentscookingclass@hotmail.com |
| • Sports Coordinator | psq.sportscoordinator@gmail.com |
| • Performing Arts Coordinator | psq.performingartscoordinator@gmail.com |
| • Parent Class Contact Coordinator | psq.classcontactcoordinator@gmail.com |

❖ Dodge ball Tournament

- [Postponed until Friday 10 November \(See below for more details\).](#)
- [The event is not for fundraising for the Tanzania trip, but all money raised is going to disabled ladies home that is one of Community Partners.](#)

❖ Thai Cooking Class

Thank you to Thai parents who hosted the cooking class. **Next cooking class is Korean cooking that will be held on Wednesday 11 October.** Please contact Darlene Baker at regentsparentscookingclass@hotmail.com for reservation.

2. Treasury information (as of Wednesday 4 October)

- ❖ **PSG main fund:** 26,792.50 THB
- ❖ **Secondhand uniform sales:** 1,240.00 THB
- ❖ **Green Grub fund:** 7,396.50 THB
- ❖ **Parents Cooking Classes Fund:** 628.00 THB

Black = Meeting agenda

Blue = Response to PSG

Red = Need from PSG

Green = Need from School

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3. Parent volunteers update

- ❖ **Still need coordinators and volunteers for the following events.** If interested, please contact Carolyn Whitehouse at PSG_Chairperson@regents-pattaya.co.th or Sharon White/Yuko Tsuji at PSG_Secretary@regents-pattaya.co.th
 - **Teacher Appreciation Day (Tuesday 16 January)**
 - **International Day (Friday 9 February)**
 - **Movie Night (Date to be confirmed)**
- ❖ **Parent Class Contact (PCC)**
 - **Still need volunteers to cover all classes in Primary and all tutor groups in Secondary.** Please contact Gina Linane at psg.classcontactcoordinator@gmail.com
 - **Need to clarify roles and responsibilities of PCC. Discuss with Senior Leadership Team (SLT).**

4. School uniform feedback

- **Waiting for confirmation of delivery date of items such as Secondary boys' shorts, Secondary boys' XXS shirts, larger Primary boys' shorts.**
- **Ms Kirsty (Director of Operations) gave the PSG a response to this issue:**
 - **Y7&8 boys' shorts have been ordered and will arrive in 2 months.**
 - **For the other items, the school is looking at a new supplier. Because the current supplier will not go into production for less than a minimum order of 200 pieces, and the school is not able to order large amount of items as it still has much uniforms in stock. A new supplier is currently making samples.**
 - **With a new supplier, items should be adjusted according to parents' feedback:**
 - Secondary trousers having a longer hem
 - Secondary skorts having a stronger zip and a metal hook on top of the zip
 - Primary shorts having a metal hook fastener rather than a button
 - Primary shirts being a cotton mix rather than 100% cotton so they fade less
 - Primary skorts having a zip so they are able to be put on more easily

5. Parents Classes run by Parents ideas

The PSG is currently conducting a survey to find out parents' interests. The survey is on the informal Facebook page (please see the link below), or alternatively, email Sharon White/ Yuko Tsuji at PSG_Secretary@regents-pattaya.co.th with [parent's name and their interests from the followings.](#)

- Thai Conversation
- English Conversation
- Exercise
- Zumba
- Belly Dancing
- Crochet
- Parenting Coaching
- Wine Tasting



6. Visa application procedures for school trips abroad

- Parents were told that parents have to obtain visas themselves for their children to attend school trips abroad.
- Responses from Ms Sarah (Principal): The situation has not been consistent in the past (Some trips have been supported, some nationalities have been supported), but the school needs to have a clear position on this. The school is not able to provide full support like visa agencies do, because it is very complicated and every case is different. However, it is understandable that obtaining visas can be tricky and parents need support from the school. The school will consider a way to offer as much support as possible (e.g. provide documentation needed, suggest local visa agencies etc.) **Waiting for further information from Senior Leadership Team (SLT).**

7. Storage of packed lunches

Is it possible that the school provides facilities to refrigerate packed lunches? - **Need to confirm the volume of needs first. Using cooler bags and ice packs is recommended as an alternative option.**

8. Key events

❖ Loy Krathong Celebration (Friday 3 November)

- The school is looking for parent volunteers to help with making Krathongs on Thursday 2 and Friday 3 November. If interested, please contact Ms Jo Smith (Assistant Head of Primary) at Joanne.Smith@regents-pattaya.co.th
- **Thai parents community supports Loy Krathong celebration in Primary. Khun Som is seeking English speaking parents to help with the event.** Please contact Khun Som or email PSG_Secretary@regents-pattaya.co.th

❖ Dodge ball tournament (Friday 10 November)

- The new registration deadline will be Friday 3 November. Sign Up Sheets and team lists can be emailed to Mr Marwood at Dominic.Marwood@regents-pattaya.co.th
- **The PSG is looking for parents to join the PSG dodge ball team.** Please contact Gina Linane at psg.sportscoordinator@gmail.com

❖ Christmas Fair (Moved from Saturday 9 December to Friday 8 December)

- **Need to discuss with Senior Leadership Team (SLT) about Secondary involvement and ideas of activities.**
- Rose Gamito is the Christmas Fair Coordinator from the PSG.
- **The PSG is looking for parents to join PSG Choir.** Will practice with Ms Andrews (Head of Secondary Music) on Monday lunchtime. If interested, please contact Rose or email PSG_Secretary@regents-pattaya.co.th

9. Primary Golden Table (From Ms Jo Smith)

The school is seeking parent volunteers to support the Golden Table on Friday lunchtime in Primary. Parent volunteers will be asked to help decorating the table, serving the children, making golden-themed presents or baking a golden item etc. The first setting starts 11:40am and the second setting starts 12:10pm. If interested, please contact Ms Jo Smith at Joanne.Smith@regents-pattaya.co.th



10. Cleaning of the tuck shop area

Concerns are raised about cleanliness of the tuck shop area. - The school confirmed that this is the responsibility of Epicure. Epicure will ensure the tables are being cleaned on a regular basis (early morning, before lunchtime, closing time), and give the floor a deep clean. Signs will be put up in the area to ask users to clear their rubbish.

11. Eco Committee update

Eco Committee meeting will be held every Thursday at 1:10pm in Mr Grant's office, upstairs of Early Primary building. All interested parents are welcome.

12. School bus

- Can parents accompany their young children to/from school on the school bus?
- Currently this is not allowed. However, Ms Sarah (Principal) agreed to consider possible options under some conditions (age restriction, temporary arrangements only etc.)
Waiting for further information from Senior Leadership Team (SLT).

13. FOBISIA trips

- Parents who accompany their children on FOBISIA trips may need help in booking transportation and accommodation for them. Is it possible that the school provides a list of the team members to the PSG and the PSG assists parents?
- Parents involvements should be encouraged to support children and events. Ms Sarah (Principal) will talk to Ms Laura Harrowell (Head of Primary PE) and Mr Tom Hart (Head of Secondary PE).
Waiting for further information from Senior Leadership Team (SLT).

14. Secondary Canteen

- Portion sizes: Secondary Canteen will introduce the larger portion size. Customers can choose regular size or larger size.
- A la carte menu will be available to order for students/teachers/staff/visitors who come after the normal lunch time. Available from 1:30pm to 2:30pm daily.

15. Next PSG Meeting

Wednesday 1 November 2017

9:00-10:30am

Parents Room (Room213, upstairs of Early Primary building)

16. Contact

PSG Chairperson

PSG_Chairperson@regents-pattaya.co.th

PSG Secretary

PSG_Secretary@regents-pattaya.co.th

Informal Facebook page

<https://www.facebook.com/groups/333805723471348/>