

MINUTES

PSG Meetings 2018 – 2019

- **Sep 5th**
- **Oct 3rd**
- **Nov 7th**
-

September PSG Meeting

Wednesday 5th September 2018

9:00am – 10:30am

The Round House

Attendees: Sarah Osborne-James (Principal), Phil Bond (Head of Sport and Enrichment), Susan Dineen (Director of Marketing and Admission), Mem-Wannawanat Bond (Events Manager), Khun Arm (CCA Administrator), Alice Moe, Aidan Luo (Daisy), Amanda Sullivan, Andrea Steiner, Annaliza Finance, Betul Ozsoz, Elena Bragina, Cai Shan Shun, Carolyn Whitehouse, Charlie Chen Ci, Chuleeporn Klinboon (Som), Claudia von Sydow, Cui Mengjie, Emily Kim, Eriko Kazaoka, Fatima Tayaporn, Filiz Yasar, Gina Linane, Greg Bennett, Haoru Wei, Hui Ye, HyunHee Lee, James Ludemann, Kaori Suzuki, Karen Brent, Lamphan Uamnoi, Lenka Vybiralikova, Liu Sufen, Louise Wiberg, Magali Rocha, Mam Lambert, Mangala Shanbhag, Manisha Sah, Maream, Matveev Denis, Mayavi Campbell, Mika Nakamura, Montip Sahaya, Nalinee Thientaworn, Natchanok, Baunak, Nawarat (Aui), Neil James, Nim Bennett, Olimpia Cristea, Onbhin Prawprom, Parnrada Kimsiri, Patcharin Sumetvathaniya, Pimonda Chaiyakul, Rika Dewina, Rose Gamito, Sarah Collie, Sheena Walls, Silvia Kuehner, Sofie Atkinson, SongAk Han, Songserm Jitsirapaisarn, Sukollapat Ferreira, Sunghye Kim (Emily), Sunny Kim, Thapanee Jittachalothorn, Tipyawadee Chayviriyaya, Uma Nagulapalli, Vera Wright, Vichaya Ganjanakij (Vicky), Yelda Cetin, Ying Chen, Yuko Tsuji, Zenghui Xu, Zhaoxia Chen.

1. **Welcome from Ms. Sarah (Principal)**

Ms. Sarah welcomed everyone and spoke about the online system used to support registration for CCAs – the CHQ. She reminded us about the quick evolution the school had in the last two years, when we were then, still using paper forms for the registration. She encouraged parents to help children to be open for more than one choice.

2. **Presentation from Mr. Phil Bond (Head of Sport and Enrichment)**

- Mr. Phil presented the Enrichment program, which means “life beyond the classroom” and all the diverse range of activities offered. It is an inclusive programming that creates opportunity to learn new skills, meet new friends and runs 7 days per week.
- The CHQ is the online program used for applications. If for any reason, the system application was not possible, Mr Phil insisted that he can be contacted. The school is searching improvements for the system for future times.
- The school is offering Thai conversation classes and English conversation classes for parents as paid CCAs. If a parent would like to sign up, just contact the [PSG Chairperson](#) or the [PSG Secretary](#) providing this information to sign up:
 - Name and contact email
 - Language - Thai class or English class
 - Current level - beginner or intermediate

Black = Meeting agenda

Blue = Response to PSG

Red = Need from PSG

Green = Need from School

3. Questions and suggestions from parents regarding CCAs

- Parents would like to have Music lessons as CCAs.
- Parents questioned the waiting list and how long we should wait to be called. [Mr. Phil explained that once the process is finished and the places are confirmed, the waiting list is closed.](#)
- Parents would like to have Asian sports (like table tennis) included on the CCA's list offered.

4. PSG Board and Committee 2018-19 - Introduction

Carolyn presented the following parents as the PSG Board and Committee 2018-19 elected members. She also introduced a brief overview of the volunteer roles. One more vacant role, the Golden Table Coordinator was filled by Annaliza Finance.

- Chairperson: Carolyn Whitehouse
- Secretary: Claudia Von Sydow
- Treasurer: Amanda Sullivan
- Eco Committee: Kylie Day
- Green Grub/Thai Rep: Chuleeporn Klinboon (Som)
- Green Grub: Montip Sahaya
- Parents Cooking Class: Sarah Collie
- Sports: Angela McFarlane
- Performing Arts: Nawarat Richardson (Aui),
- Food Committee: Rika Dewina
- Marketing: Yuko Tsuji
- PCC Coordinator: Gina Linane
- Primary Rep: Vichaya Ganjanakij (Vicky),
- Primary Rep: SongAk Han
- Secondary Rep: Mangala Shanbhag
- Secondary Rep: Alice Moe
- Xmas Fair Coordinator: Rose Gamito,

5. Treasury update (As of Wednesday 5 September)

Amanda Sullivan (Treasurer) presented the PSG Funds Account. She also proposed on the main fund that the PSG will spend about 10,000 THB at the new Parent's Room. – [Parent attendees voted in favour of the motion.](#)

- **PSG main fund:** 45,138.00 THB
- **Total Earnings:** 4,725.00 THB
- **Total Expenditure:** 1837.00 THB
- **Ending Balance for June:** 48,026.00 THB

6. Dodge Ball Tournament - Friday 5 October

School will host this event and more information will be sent out shortly.

Parents are welcome to join the event as energetic players, and it is possible to create your own team of 6-10 people or to join the PSG team. For details, contact the PSG Chairperson or the PSG Secretary.

7. Christmas Fair Meeting - Friday 7 December

Black = Meeting agenda

Blue = Response to PSG

Red = Need from PSG

Green = Need from School

The PSG will host this family event. There will be lots of food and refreshment stalls, festive goods stalls and activities, along with music and performances. To make the event more fun and successful, the PSG need parent volunteers. If you are interested to support our Christmas event, join the first Christmas Fair meeting on **Thursday 13 September at 8.30am** in the Parents Room (room 108, MFL building).

8. Food Committee, Canteen and Cashless Card

- This new committee was set up by the school and allows parents, students and staff to be heard. The PSG representative will coordinate feedback and suggestions from parents at this monthly meeting.
- Parents that would like to come to the Primary Canteen to try the food and see how it works, shall contact Rika Dewina (PSG Food Committee Coordinator) to form groups of visitors.
- Cashless Card system was implemented by School/Epicure. At the Secondary Canteen and Tuck Shop, parents, students and staff will be able to buy food with their own ID Card, once the ID Card is loaded with some money. There is a limited number of extra cards available for students that do not have their own cards during lunch time. So, if they forget their own ID Card, it is still possible to buy food at the canteen.

9. Parents Cooking Classes and Green Grub Activities

As the development of a Maker Space in the Primary building is ongoing, there will be no cooking facilities available and cooking classes for parents or the Green Grub activities will be held only when the renovations are finished. **Opening to be announced soon.**

10. Child Protection and Safeguarding Training for Parent Volunteers

The school provides sessions for child protection and safeguarding for parent volunteers. **More sessions will be happening soon** for those parents that could not attend yet.

11. Next PSG Meeting: 03 Oct 2018

12. 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/>
LINE connect to *Carolyn Whitehouse* or *Chuleeporn (Som)* to be added to the group once we have verified you are attending the school.

Black = Meeting agenda

Blue = Response to PSG

Red = Need from PSG

Green = Need from School

October PSG Meeting

Wednesday 3 October 2018
Began 9:00am ended 10:30am
Round House

Parent Supporters Group

Stay informed | Get connected | Show support

Attendees: Sarah Osborne-James (Principal), Phil Bond (Head of Enrichment), Susan Dineen (Director of Admissions & Marketing), Mem-Wannawanat Bond (Events Manager), Alice Moe, Amanda Sullivan, Andrea Steiner, Annaliza Finance, Carolyn Whitehouse, Chuleeporn Klinboon (Som), Gina Linane, Greg Bennett, HyunHee Lee, Janet Muldong, Janyaporn Yoodee, Kanjana Dolbilin, Kate Kwan, Krystine Sunderland, Lenka Vybiralikova, Louise Wiberg, Magali Rocha, Marc Masciovecchio, Mathilde Faucon, Montip Sahaya, Nawarat Richardson (Aui), Nik Ray, Olimpia Cristea, Rose Gamito, Sarah Collie, Siobhan Gerritsen, SongAk Han, Subarna Banerjee, Suphitcha Kerner, Vichaya Ganjanakij (Vicky), Weixiang Wu, Zhaoxia Chen, Yuko Tsuji

13. Presentation from Mr Phil Bond (Head of Enrichment) - "What is FOBISIA? How Can My Child Get Involved?"

- Mr Bond talked about FOBISIA sports - the process for selection and FOBISIA game timings & venues for this academic year.
- A question was raised over FOBISIA maths.

14. From Ms Sarah (Principal)

- Ms Sarah made a brief talk about storm alert. If a storm warning is given at the pick-up time, all children will be asked to remain in the building until the school can give the all clear.

15. Dodge for a Cause - Friday 5 November

- Parents are welcome to join the PSG team as dodgeball players.
- The PSG will run food stalls such as sausage sizzles, cupcakes and snow cones. Volunteers needed for the PSG food stalls.

16. Christmas Fair "Carols by Candlelight" update

- **Christmas fair meetings:** meetings will be held every Wednesday. The next meeting will be on Thursday 1 November. All interested parents are welcome.
- **PSG Choir:** the PSG Choir will start rehearsals for Christmas fair on Thursday 11 October at lunch time in the Secondary Music Department. Rehearsals will be every Thursday from 12:30-13:30pm.

17. Parents Cooking Classes / Green Grub

- Due to the ongoing development at the kitchen space, there is still no facilities available for parents cooking classes and Green Grub activities. - **Need to confirm with school about when the facilities will be ready to use.**
- The October parents cooking class has been cancelled for the reason above. Our first cooking class will be Thai cooking in November. Further information will follow shortly.

Black = Meeting agenda

Blue = Response to PSG

Red = Need from PSG

Green = Need from School

18. Golden Table Volunteers

- All slots for this term have been covered. If you want to volunteer for the next term, please contact Annaliza Finance, our Golden Table Coordinator.

19. Child protection & Safeguarding training

- Parent volunteers will be required to complete the training. The next training session will be organised after the half term break.

20. PSG Community Partners

- Carolyn Whitehouse, PSG Chairperson, suggested that the PSG has its community partners. If you have any suggestions, please contact Carolyn.

21. Eco Committee update

- **Eco Committee Meeting:** all interested parents can join eco meetings with students and teachers every Monday at 12.45pm in room 212 of the MFL building.
- **Re-Fill Station:** parents can purchase natural household products and personal care products in the Parents Room. Opening hours will be Tuesday, Wednesday, Thursday from 7:45 - 8:30am.

22. Parent Class Contact for Primary

- A "Parent Class Contact" is a friendly connection between a class teacher and class parents. If you are interested to be a Parent Class Contact for your child's class, please contact Gina Linane, our Parent Class Contact Coordinator.

23. Loy Krathong

- To celebrate 'Loy Krathong' festival, Thai traditional games will be held on Friday 23 November during playtime for Primary students. We are looking for parent volunteers to help the event and activities. Both Thai and non-Thai parents are welcome.

24. Thai & English Classes for Parents

- The Thai classes have started already. **Still awaiting confirmation on English classes.**

25. Requests from Performing Arts Department

- Mr Ross Gerritsen (Head of Performing Arts) requested parents' involvement in the drama production. If you are interested to help out with props for the production, then please contact Carolyn (PSG Chairperson).

26. Treasury balance update (As of the end of September)

- **PSG main fund:** 37,818.25 baht
- **Second hand uniform sales:** 4,382 baht

27. Next PSG Meeting

Wednesday 7 November from 9:00-10:30am in the Round House

28. 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/>

Black = Meeting agenda

Blue = Response to PSG

Red = Need from PSG

Green = Need from School

November PSG Meeting

Wednesday, 7th November 2018
Began 9:00am ended 10:30am
The Round House



Attendees: Sarah Osborne-James (Principal), Sara Morrow (IB Diploma Coordinator), Ms Ana Rosales (University Counselor), Mem-Wannawanat Bond (Events Manager), Alice Moe, Amanda Sullivan, Andrea Steiner, Bragina Elena, Carolyn Whitehouse, Charlie Chen Ci, Claudia Von Sydow, Fatima Tayaporn, Janyaporn Yoodee, Jiang Hong, Krystine Sunderland, Laetitia Lenormand, Lenka Vybiralikova, Lin Li, Liusufen China, Marc Masciovecchio, Mi Sook Kwak, Natalia Doroganova, Rika Dewina, Rose Gamito, SongAk Han, Vichaya Ganjanakij (Vicky), Yuko Tsuji,

29. Presentation from Ms Sara Morrow (IB Diploma Coordinator) - “What is the International Baccalaureate Diploma Programme (IBDP)? Academic success through the IBDP course at Regents and the benefits of IBDP.”

- Ms Morrow talked about the Diploma Programme and the basic differences from other programs like A-levels.
- Basically, the IBDP develops skills required at university and it offers a much greater educational emphasis upon individual initiative, personal responsibility, imagination and problem solving.
- **Parents ask the school to offer a Thai session about IBDP**

30. Presentation from Ms Ana Rosales (University Counselor)

- Ms Rosales made a presentation about university application and her role as a counselor at Regents.

31. Quick review of October PSG Meeting minutes and the recent PSG activities

❖ **Christmas Fair “Carols by Candlelight” update**

- **Christmas fair meetings:** meetings will be held every Wednesday. The next meeting will be on the 14th November. All interested parents are welcome.
- **PSG Choir:** the PSG Choir has rehearsals for Christmas fair every Thursday from 12:30-13:30pm in the Secondary Music Department.
- The PSG will run food stalls such as sausage sizzles, cupcakes and snow cones. Volunteers needed for the PSG food stalls.

❖ **Parents Cooking Classes / Green Grub**

- The kitchen space is ready to be used and our first cooking class will be Thai cooking next 14th November. To register, just send an email to regentsparentscookingclass@hotmail.com. There are still some places available.

❖ **Dodgeball Event**

32. Loy Kratong on the 23rd Nov

- All parents are invited to the whole school assembly on the day. The information has been sent out to parents by email, and has been posted on the official Facebook page.
- All students are invited to come to school dressed in traditional Thai costumes.
- *English speaking parents are needed to help with games on the date.*

Black = Meeting agenda

Blue = Response to PSG

Red = Need from PSG

Green = Need from School

33. Christmas Fair Event

- Open spaces for more **vendors** - we are still inviting outside vendors to join us. If you know someone who is willing to contribute to our fundraising event, please contact the PSG for more details. We would appreciate it if they could contact us by **Tuesday 13 November**.
- **Volunteers** needed to work at our stalls, setting up and supervising games and the bouncy castle. Please contact us at psg_secretary@regents-pattaya.co.th to register.
- **Baked Goods:** the PSG needs your baked goods that you can donate to the PSG's baked goods table. Any Christmas themed items such as cupcakes and cookies are greatly appreciated. Please contact [PSG Chairperson](#) or [PSG Secretary](#) for more details.
- **Secondhand Books:** we need secondhand books to sell at the PSG table. If you have any unwanted books that you would like to donate to the PSG, please bring them to the collection point in the Parents Room. Any books for adults and children are welcome.
- **PSG Choir:** Rehearsals for our Christmas fair will be every **Thursday** from **12.30-1.30pm** in the Secondary music department.

- **Safeguarding Training for Parent Volunteers**
- The PSG will be running a short safeguarding training workshop for all Primary Parent Class Contact volunteers and also for general parent volunteers. It is a very informative workshop, and will provide the opportunity to ask any questions parents may have. The workshop will be held on **Monday 12 November** at **9am** in the Round House.
- Parents who have completed the safeguarding training already don't need to attend.

- **Balls' cages**
- The school will provide 2 ball cages with 24 balls each, to be replaced once a year, in case of losses. We encourage teachers and parents to talk to children to bring the balls back to the cages after playing, so that all children may use the balls.

- **PSG Fund**
- Amanda Sullivan (Treasurer) proposed to purchase a safe to be kept in the locked storage at the Parents Room.
- A second proposal was to use the PSG Fund to buy Christmas' decorations to be sold at the Christmas Fair.
- *A vote was taken and all the parent attendees voted in favor of both proposals.*

- **Treasury balance update** (As of the end of October)
- **PSG main fund:** 46,366.25 THB
- **Dodgeball Competition:**
 - **Supplies:** 996.00 THB
 - **Income:** 9,544.00 THB

- **Next PSG Meeting**
Tuesday 4th December from 9:00-10:30am in the Round House

- **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/>

Black = Meeting agenda

Blue = Response to PSG

Red = Need from PSG

Green = Need from School

Black = Meeting agenda
Blue = Response to PSG
Red = Need from PSG
Green = Need from School