

ROSYTH SCHOOL PARENT SUPPORT GROUP

Minutes of the 20th Annual General Meeting

Date : 26th June 2020

Time : 10.00am to 12.00am

Venue : Online via Zoom

1. CALL TO ORDER

The President of the Rosyth School Parent Support Group (PSG), Ms Eunice, called the meeting to order at 10.30am.

Ms Eunice shared that due to Covid, the AGM date was delayed for 3 months until now.

2. CONFIRMATION OF QUORUM

Ms Eunice shared that the meeting commenced half an hour later due to the quorum of 25% of the members' attendance not being met.

3. CONFIRMATION OF LAST AGM MINUTES

Ms Eunice went through the previous year's AGM minutes. As there were no questions, Ms Carine confirmed the minutes.

4. REPORT BY PRESIDENT

Ms Eunice went through the meeting agenda.

Ms Eunice introduced two new observers in the AGM - Ms Caitlin and Ms Lillian.

The President, Ms Eunice, introduced the members on board for the Term 2020 to 2021. The list of members is as follows:

President	Ms Eunice Tay
Vice President	Ms Suzan Koa
Treasurer	Ms Esther Choong
Assistant Treasurer	Ms Tan Kar Lin
Secretary	Ms Lavina Peswani
Assistant Secretary	Ms Ms Kelly Poon
Editor	Ms Tan Suan Hui
Assistant Editor	Ms Phebe Poon
IT	Ms Rukmani Devi Sayanthan and Mr Montri Laokullavanich,

Membership Recruitment	Ms Doreen Lee
Head of Programmes	Ms Winny Yap
Programme	Ms Renuga Mohan
Programme	Mr Bryant Ee
Programme	Ms Fiona Chiu
Programme	Ms Carine Lee
Head of Parent Involvement Programme	Ms Ang Yi Min
Parent Involvement Programme	Ms Siti Aisyah
Weekend Enrichment	Ms Irene Lim
Weekend Enrichment	Ms Jean Cheong

Ms Eunice shared that membership will now be managed by Ms Doreen as Ms Katty has left the committee.

5. ROSYTH PSG 2020 MEMBERSHIP REPORT

Ms Eunice went through the membership strength. The information is as follows:

No of students in school for year 2020 (as at)	1970
No of 2020 Pri 1 students	269
No. of sign up for 2015	11
No. of sign up for 2016	131
No. of sign up for 2017	109
No. of sign up for 2018	102
No. of sign up for 2019	100
No. of sign up for 2020 (updated as at 26/6/20)	58
No, of active members (updated as at 26/6/20	574

Ms Eunice shared that there will be sign-ups throughout the year as the process is now done online.

Ms Eunice shared that the membership rate in 2020 is 21 .6% of the new Primary 1 pupil intake.

6. FINANCIAL REPORT FOR YEAR 2019

Ms Eunice went through the Treasurer's report.

Ms Eunice shared that the accounts are not fully updated as the school was closed during the Circuit Breaker (CB).

Ms Eunice went through the Profit and Loss statement. As there were no questions raised, Ms Jean proposed and Ms Suzan seconded the documents.

Ms Eunice went through the Balance Sheet and shared that balance at hand was \$69323.

As there were no questions raised, Ms Cherie Lim-Tseng and Ms Phebe proposed and seconded the documents.

Profit and Loss Statement for the year ended 31st December 2019

Total Receipts	S\$34,252
Total Expenses	<u>S\$28,018</u>
Surplus for the year	S\$ 6,234

Balance Sheet as at 31st December 2019

Total Current Assets	S\$71,312
Total Current Liabilities	<u>S\$ 1,989</u>
Total Net Current Assets	S\$69,323

Accumulated Fund

Surplus brought forward	S\$63,089
Current year Surplus/Deficit	S\$ 6,234

Ms Eunice shared that the accounts were audited by Ms Joyce Pang and Ms Cindy whose children are currently studying in Rosyth.

7. CALENDAR OF EVENTS

Ms Eunice went through the Secretary's report.

Ms Eunice shared that the 2019 newsletter and the AGM 2020 invitation letter have been mailed as well as posted on the PSG website in March. The 2019 AGM minutes has been posted online too.

Ms Eunice shared that the accounts for 2019 have already been filed to IRAS and submission to IROSES will be done after the AGM.

8. ANY OTHER ISSUES

The question and answer session was opened up to the PSG members.

8.1 Post Covid Matters

Ms Eunice shared that physical CCAs will be suspended due to no intermingling rule.

Ms Eunice shared that e-CCA started on week 7 but at 3pm so that pupils have time to return home and have lunch first.

Ms Eunice shared that the weekend enrichment class has not commenced yet as intermingling is discouraged. Therefore, classes are conducted via zoom. Wushu and Badminton will conduct lessons via zoom later.

Ms Eunice shared that there will be no Curriculum Experience (CE) this year. There will only be a small celebration within the classes, which the school will share later.

8.2 School Matters

Ms Eunice shared that staggered dismissal time will be continued as there has been positive response from this move.

Ms Eunice shared that there has been some feedback on the school toilets being dirty.

Ms Eunice shared that the school will update on the details of the upcoming Parent Teacher Conference (PTC).

Ms Jean shared that the toilets on the ground floor are filthy based on her observation. Some of the cubicles are perpetually wet and there is a stench. She enquired if there could be a sewage issue.

Ms Kelly shared that sometimes it could be due to the users as well.

Ms Eunice mentioned that she will feedback to the school on this matter.

Mr Bryant shared that the schoolbags are quite heavy.

A parent, Ms Tiffany, shared that she observed that different schools have different practices. Some schools allow the pupils to place their textbooks or files under their desks.

Ms Eunice shared that this feedback has been given to school previously, but she will bring it up to school representative again.

A parent shared that pupils were given a Rosyth google account for emails to be sent. She wanted to know how the child can register for the account.

Ms Renu suggested that the parent could work with the child and register together.

8.3 Home Based Learning Matters

A parent shared that in the recent HBL e-learning session, there was not a lot of e-learning. Most of the P2 kids were doing worksheets and they were not required to upload them. She felt that more e-learning sessions should be developed in case there was a second wave of Covid. If the school could invest more resources on e-learning then the pupils would benefit with an all rounded education.

Ms Eunice shared that the other levels had no issues. She concluded that this may be experienced by the lower primary as they may not be IT savvy.

Ms Phoebe shared that she felt kids nowadays are in fact very IT savvy.

Ms Jean shared that the work done on SLS is from the workbook. However, the kids cannot revise their mistakes before exams as the pages on the workbook are left blank.

Ms Kelly and Eunice shared that they can do a search on SLS to retrieve the work for revision.

Mr Montri enquired if any help can be given to kids who made mistakes while online so that can understand where they went wrong.

Ms Eunice shared that this can be brought up to the school representative.

A parent enquired if video conferencing lessons could be conducted during school hours.

Lillian enquired whether notification of video conferencing for pupils can be given 3 days to 1 week in advance, instead of only 1 week in advance.

Ms Suzan replied that feedback will be given about these requests.

A parent, Ms Jermin enquired if teachers could mute kids during video conferencing lesson as the pupils can be noisy.

Mr Montri replied that it is possible. However, the pupils can unmute themselves.

Ms Suzan suggested that this can be feedback to the teachers privately.

Ms Suzan suggested using headphones to drown out any existing distractions that may affect the other siblings or parents who are working from home.

10. Conclusion of Meeting

As there were no other issues to discuss, the President, Ms Eunice, called the meeting to a close at 11.45am.

The President thanked all who were present for their support.

Minutes by Ms Lavina Peswani
Secretary (Term 2020 to 2021)