

**CHUNG HUA MIDDLE SCHOOL**

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**PARENT-TEACHER ASSOCIATION**



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**Our Ref:** PTA/CHMS/AGENDA/2010\_1

**Title:** 6<sup>th</sup> PTA Committee Meeting

**Date:** 11 January, 2010

**Venue:** Conference room, Chung Hua Middle School, Kuala Belait

**Time:** 7:30 pm – 9:10 pm

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**AGENDA:**

1. Opening Remarks
2. 4<sup>th</sup> AGM 2010
3. A.O.B

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Honorary Assistant Secretary

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**Our Ref:** PTA/CHMS/MOM/2010\_1

Meeting Notes of the 6<sup>th</sup> Meeting of the 2009/2010 Management Committee of the Parent Teacher Association, CHMS, Kuala Belait held on Monday, 11<sup>th</sup> January 2010 at 7.30 pm at Conference Room, CHMS.

**PTA Management Committee**

|                          |  |         |
|--------------------------|--|---------|
| Terry Douglas Jayasuriya | Honorary Chairman                                | Present |
| Jaime Lim Siew Lee       | Honorary 1 <sup>st</sup> Deputy Vice Chairperson | Present |
| Keith Fernando           | Honorary 2 <sup>nd</sup> Deputy Vice Chairperson | Apology |
| Roslani Binti Kamaluddin | Honorary Secretary                               | Apology |
| Liew Shin Min            | Honorary Assistant Secretary                     | Present |
| Gerard Sung              | Honorary Assistant Secretary                     | Present |
| Tony Leong               | Honorary Treasurer                               | Present |
| Wong Siew Chin           | Honorary Assistant Treasurer                     | Present |
| Nur Liyana Abdullah Liew | Committee Member                                 | Apology |
| Michelle Chen Macaulay   | Committee Member                                 | Apology |
| Bong Poh Yuk             | Committee Member                                 | Present |
| Ajayan P. Vasu           | Committee Member                                 | Present |
| Sherelin Wong            | Committee Member                                 | Present |
| Grace Lo Siaw Pei        | Committee Member                                 | Present |
| Leong Lee Hua            | Committee Member                                 | Present |

Prepared By,

**HONORARY ASSISTANT  
SECRETARY**  
[Liew Shin Min]

Endorsed By,

**HONORARY CHAIRMAN**  
[Terry D Jayasuriya]

| ITEM | DESCRIPTION  |
|------|--|
| 1.   | <p><b>OPENING REMARKS</b></p> <p>The Chairperson, Terry welcomed and thanked all teachers and parents for their presence in the PTA Meeting.</p>   |
| 2.   | <p><b>AGM 2010</b></p> <p><b>2.1 Tentative date for 4<sup>th</sup> AGM: 21 January 2010</b></p> <p><b>2.2</b> 4<sup>th</sup> AGM 2010 to be postponed 4<sup>th</sup> February (Thursday, 7:15 pm)</p> <p><b>2.3</b> Notice to be given to parents 2 weeks before the AGM [Jaime to handle]</p> <p><b>2.4 Financial report</b> to be prepared by Tony Leong.</p> <p><b>a. New Auditor:</b> Mdm. Chong (Mrs. Leong) from Lee Corporate had been proposed.</p> <p><b>b.</b> Account book closed on 31 December 2009</p> <p><b>2.5 Agenda for 4<sup>th</sup> AGM</b></p> <p><b>a.</b> MOM of 3<sup>rd</sup> AGM had been endorsed by the committee, and will be endorsed by the floor on 4<sup>th</sup> February 2010.</p> <p><b>b.</b> Proposed amendment to Article 8 (Audit) of the PTA Constitution: Reducing the number of auditors ( From 2 auditors to one auditor)</p> <p><b>c. Forum for AGM</b></p> <p><b>I. Theme:</b> Student Study Difficulties (To be finalized)</p> <p><b>II. Facilitator with a panel (invited guests):</b> Pending</p> <p><b>III. Members for the Panel</b></p> <p><b>i. Chairperson:</b> Terry Jayasuriya</p> <p><b>ii. Parent:</b> Jimmy's father (Dr)</p> <p><b>iii. Friend</b> (Specialized in .....to be filled in by Jaime Lim)</p> <p><b>iv. Principal of Chung Hua Middle School, KB.</b>( Miss Hong)</p> <p><b>d. PA system</b> (school)</p> <p><b>e. Notice to Parents</b> to be prepared by Jaime Lim</p> <p><b>f. Presentation of Certificates of Appreciation to former PTA committee members(2007-2008).</b></p> <p><b>g. Presentation of 4 sets of speakers to the school.</b> (RM120 × 4 sets)</p> <p><b>h. Refreshment:</b> Approximately BND 150, to be prepared by Nur Liyana Abdullah Liew</p> <p><b>i.</b> New committee member will be elected from the school to replace Keith's position. Keith's son has left the school and as according to the article 3.1.1 of the PTA Constitution, Keith's membership as a CHMS-PTA committee will automatically lapse.</p> |
| 3.   | <p><b>AOB</b></p> <p>3.1 Community Service for Form 5 students. [Eric Goh Foundation and Smarter School]</p> <p>3.2 Eric Goh Foundation: Proposed to hold the event before Chinese New Year. Final date will be after confirmation with authority of the foundation. Jaime Lim to handle</p> <p>3.3 Smarter School: Will be discussed after contact with the school</p>  |
| 4.   | <p><b>CLOSE OF MEETING</b></p> <p>4.1 There being no other business, the meeting adjourned at 09.10p.m.</p> <p>4.2 Next PTA meeting before the AGM will be set on 1<sup>st</sup> February (if necessary)</p>   |

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