

**CHUNG HUA MIDDLE SCHOOL**

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**PARENT-TEACHER ASSOCIATION**



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**Our Ref:** PTA/CHMS/AGENDA/2009\_5

**Title:** 5<sup>th</sup> PTA Committee Meeting

**Date:** 9 November, 2009

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**AGENDA:**

1. Opening Remarks
2. Review and endorsement of previous MOM dated 10<sup>th</sup> September 2009
3. Matters Arising of previous MOM dated 10<sup>th</sup> September 2009
4. PTA Activities
  - 4.1 Career talk for Form 3 or Form 4 students
  - 4.2 PTA committee get-together in November
  - 4.3 Trip for teachers for Technical visit
5. Set date for 2010 AGM
6. Update on PTA accounts
7. A.O.B

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Honorary Secretary,

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**Our Ref:** PTA/CHMS/MOM/2009\_5

Meeting Notes of the 5<sup>th</sup> Meeting of the 2009/2010 Management Committee of the Parent Teacher Association, CHMS, Kuala Belait held on Monday, 9<sup>th</sup> November 2009 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 Chairman	Present
Rosliani Binti Kamaluddin	Honorary Secretary	Present
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	Present
Michelle Chen Macaulay	Committee Member	Present
Bong Poh Yuk	Committee Member	Present
Ajayan P. Vasu	Committee Member	Apology
Sherelin Wong	Committee Member	Apology
Grace Lo Siaw Pei	Committee Member	Apology

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 2<sup>nd</sup> Deputy Chairperson, Keith Fernando on behalf of the chairperson welcomed and thanked all teachers and parents for their presence in the PTA Meeting.</p>
2.	<p><b>REVIEW AND ENDORSEMENT CHILDREN’S DAY MOM DATED 9<sup>TH</sup> SEPTEMBER 2009</b></p> <p>The minutes were reviewed and endorsed by the floor.</p>
3.	<p><b>MATTERS ARISING OF PREVIOUS MOM DATED 9<sup>TH</sup> SEPTEMBER 2009</b></p> <p>3.1 Picnic in October for PTA committee and family did not materialize and was postponed to 2010. Proposed date is on 13 March 2010 at Lumut Recreation Park.</p> <p>3.2 Staff visit to Brunei Shell Visionarium and Post PSR were carried out and were cheered by the floor for the job well done.</p> <p>3.3 A log of the activities will be kept as record.</p> <p>3.4 Post PMB postponed to Saturday, 14 November from 940 – 1140 am. for Form 3 students. Bong will try to contact an environmentalist to give a presentation on Environment and Bong will in turn will present a short inspiration talk on further education.</p> <p>3.5 Hydroponics and I Center trip will fall on 3 April 2010 for Year 8 students.</p> <p>3.6 MOM were proposed by Jaime Lim and seconded by Gerard Sung.</p>
4.	<p><b>A.O.B</b></p> <p>4.1 Form 3 or Form 4 students Talk will be presented by Bong.</p> <p>4.2 PTA get together for November will be postponed to 2010</p> <p>4.3 Technical trip for teachers will be postponed to 2010.</p> <p>4.4 2010 AGM will be held in the evening of 21<sup>st</sup> January 2010. Memo for parents will be released on or before 7<sup>th</sup> January 2010.</p> <p>4.5 The floor decided to open a joint account for PTA funds. Tony and Terry will look into the matter.</p> <p>4.6 Liew proposed the donation of 2 audio/speakers for the school especially for the SPN classes (Year 7 &amp; *). The floor agreed to purchase 2 sets costing a total of BND 100.</p>
5.	<p><b>CLOSE OF MEETING</b></p> <p>There being no other business, the meeting adjourned at 09.17p.m.</p>
6.	<p><b>Post Meeting</b></p> <p>6.1 Gerard presented the photographs of the Brunei Shell Visionarium visit.</p> <p>6.2 Bong gave an introduction on the topic he will be presenting to the students on 14 November</p> <p>6.3 The audio/speaker will be donated to the school during the AGM 2010 and it has been suggested to increase the number to 4 sets instead of 2 as mentioned earlier. This</p>

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