



SINGAPORE INTERNATIONAL SCHOOL
PARENT TEACHER ASSOCIATION
23 Nam Long Shan Road, Aberdeen, Hong Kong.

2nd October 2009

Dear Parents,

Re: SIS Parent Teacher Association (SIS-PTA)

The Annual General Meeting of SIS-PTA was held on 24 September 2009 and the new PTA Executive Committee of academic year (2009-2010) has been elected. Details of its composition and responsibilities are listed at Appendix 1.

The PTA in the SIS community aims to:

- ✓ promote a sense of community among teachers, parents and pupils
- ✓ channel pertinent and objective feedbacks to improve school services for the benefit of students
- ✓ encourage parental involvement in school activities
- ✓ assist in raising funds for school related purposes

PTA has been organizing annual events such as Christmas Fair and Thank You Teachers' Dinner. We help to coordinate lunch supervision and organize talks of parental interest. We also run after school activities like swimming, book clubs and writing workshops.

With the secondary section decanted to Wanchai campus, PTA would like to do more, to strengthen the bonding between our PY, Primary & Secondary. We are planning a PTA Badminton Day for Primary & Secondary pupils after the October break.

At present, PTA Exco is working on the Christmas Fair which will be held on 12th Dec 2009. This is a major event that draws the SIS community together and to raise funds for SIS Secondary.

We shall send out further emails to seek parental support in these upcoming activities. Hope more Moms and Dads could come forward to lend us your helping hands. We need your support to make a difference in SIS.

Stay tuned for more PTA news!

Lisa Lo
Chairperson
SIS-PTA (2009-10)

SIS-PTA Executive Committee (2009-2010)

Name	Post
Lisa Lo (Mrs)	Chairperson
Stephanie Lim (Ms)	Vice Chairperson
Luna Lam (Ms)	Treasurer
Mimi Ho (Mrs)	Secretary
Hilda Fong (Ms)	Membership
Veronica Tung (Ms)	Class Representatives
Clare Chan (Ms)	School Services & Workshops
Angeli Lung (Ms)	School Services & Workshops
Teresina Chan (Ms)	PTA Activities
Katherine Chan (Mrs)	PTA Activities
Celine Choi (Ms)	Lunch Parent
Lui Yuet Ling (Ms)	Co-Lunch Parent
Agus Tandiono (Mr)	Committee Member
Ivy Shum (Mrs)	Committee Member
Sally Yeung (Ms)	Committee Member
Sophia Tay (Mrs)	Committee Member
Peggy Tan (Ms)	Committee Member
Carmen Chen (Ms)	Committee Member
Janet Zhang (Ms)	Committee Member

School Representatives	
Mak Lai Ying (Mdm)	Principal
Caroline Yeow (Ms)	Vice Principal - Secondary
Phua Ai Lei (Ms)	Vice Principal - PY & Primary
Jo Jo Yeung (Ms)	Principal's Secretary

Responsibilities of PTA Executive Committee

Steering & Planning

Chairperson – to plan and budget for PTA events

Vice Chairperson – to assist the Chairperson

Treasury & Financial Administration

Treasurer – to upkeep the accounts of PTA

Secretarial

Secretary – to record and file minutes of meetings

Membership

Membership Coordinator – to update database for membership and liaise with parents on membership matters

Class Representatives Coordination

Class Representatives Coordinator – to organize class representative gatherings, update Class Directory and spearhead Class Representatives communication. Class reps form an important conduit between school and parents

Lunch Parents Coordination

Lunch Parents Coordinator – to plan and coordinate lunch parents' duty roster in school.

Co- Lunch Parent – to assist Lunch Parent Coordinator

PTA Activities Coordination

PTA Activities Coordinators – to organize PTA activities and coordinate with service providers

School Services & Workshop Coordination

School Services & Workshop Coordinators – to provide feedbacks on school related services such as school bus transportation, uniform and collaborate with school and service providers to improve these areas. To source for qualified speakers on topics of parental interest and organize talks or workshops for SIS parents

Committee Members

To support activities organized by PTA