

德望學校 家長教師會

**GOOD HOPE SCHOOL
PARENT TEACHER ASSOCIATION**



二零一五年 週年會員大會

2015 ANNUAL GENERAL MEETING

十月三十一日 戴麗雅禮堂

31.10.2015 DELIA'S HALL

會議議程

1. 通過是次會議議程
2. 通過二零一四年度週年會員大會會議紀錄
3. 通過二零一四至二零一五年度週年工作報告
4. 通過二零一四至二零一五年度財政報告
5. 動議修改會章：會章內(六)(甲) – 會費由港幣壹佰元正修改為港幣壹佰貳拾元正
6. 其他事項

Agenda

1. Adoption of the Agenda
2. Confirmation of the Minutes of the AGM 2014
3. Adoption of the Annual Report 2014-2015
4. Adoption of the Financial Report 2014-2015
5. Motion to amend Articles of Association: under Chapter 6(A), amend membership subscription fee from HKD100 to HKD120
6. A.O.B.

二零一四 至 二零一六年 家長教師會執行委員會委員
2014 – 2016 PTA Executive Committee Members

<u>職位 Post</u>	<u>姓名 Name</u>
當然顧問 Ex-Officio Advisory	阮媽玲修女 (校監) Sr. Pauline Yuen (Supervisor)
當然顧問 Ex-Officio Advisory	陸范勵賢女士 (校長) Mrs. Laura Green (Principal)
主席 Chairperson	楊秀蘭女士 Ms. Wendy Young
副主席 Vice-chairperson	鮑家寶女士 Miss Grace Pow
副主席 Vice-chairperson	關家榮先生 Mr. Kwan Kar Wing
英文秘書 Secretary (English)	李瑞華女士 Miss Edith Lee
中文秘書 Secretary (Chinese)	陳楚玉女士 Ms. Queenie Chan
司庫 Treasurer	陳景良先生 Mr. Mark Chan
會籍 Membership Officer	莫靜雯女士 Ms. Manda Mok
聯絡 Liaison Officer	林淑芳女士 Ms. Jane Lam
教育 Education Officer	林偉傑先生 Mr. Gordon Lum
文娛 Activity Officer	馬紫雲女士 Ms. Win Ma
會訊 Publication Officer	李惠詩女士 Ms. Jessica Li
總務 General Affairs Officer	陳偉儀女士 Ms. Radcliffe Chan
非執行委員 Non-Executive Members	
義務核數師 Honorary Auditor	潘偉雄先生 Mr. Richard Poon
義務法律顧問 Honorary Legal Advisor	李應彪先生 Mr. Andrew Lee

德望學校家長教師會

週年會務報告

這是我第一次以家長教師會主席的身份在週年大會上向各位作週年會務報告。本人深感榮幸。無庸贅言，家教會是一個自願團體，由四位老師及八位家長組成。除此之外，我們另有當然顧問及非執行委員各兩名。家教會工作屬義務性質。倘若沒有大家的鼎力合作，我們將不能如此成功處理家教會的事務。

上學年，德望學校在學術及非學術領域均成績斐然。這絕對歸功於校監阮媽玲修女、校長陸范勵賢女士及副校長鮑家寶女士的領導。在此，本人謹代表家長教師會向校方及老師致以衷心謝意！

現在開始匯報上年度的會務，首先請司庫陳景良先生報告財政狀況。

一、財務事宜

截至二零一五年八月三十一日，本會營運基金結存為港幣陸拾伍萬捌仟柒佰壹拾伍圓 (\$658,715)，而去年同期則為港幣陸拾貳萬貳仟叁佰壹拾陸圓 (\$622,316)。本會的週年財政共錄得盈餘叁萬陸仟叁佰玖拾捌圓 (\$36,398)，與上年度比較，盈餘有百份之十七點六的增長。

過去一年，本會獲「家庭與學校合作事宜委員會」撥款港幣玖仟玖佰捌拾玖圓正 (\$9,989)，作為本會一般營運及活動經費。

本會主要收入來源為會員年費，去年的營運經費佔總收入的四成七。

由於「執委會」訂定了嚴格的營運經費使用守則，營運基金結存能恆常處於充裕水平。本會將善用家教會的資金，為會員及學校籌辦更多有意義的活動。

二、會務事宜

家長代表

家長代表為家校溝通的重要橋樑，代表家長在校董會發表意見，地位甚為重要。為確保其代表性，二零一一年度週年會員大會通過「家長代表」必須是前任或現任德望學校家長教師會執行委員會委員。本人很榮幸獲選為家長代表，任期至二零一六年八月。作為家長代表，本人希望繼續與學校管理層合作及執行計劃，為學生提供良好的學習環境。因此，本人謹此呼籲各位家長踴躍參與家教會的工作，支持學校。

三、推動及支持學生活動

二零一四至二零一五年度，本會舉辦了多項不同類型的活動，當中有兩個較大型的，分別是：「音樂團隊及傑出同學聚餐」及「運動員週年聚餐」。在這些活動中，同學、師長、教練及家長能輕鬆愉快地共聚。

每年，本會均安排一次「感謝午餐」，以答謝所有家長義工及老師的貢獻。除此之外，我們還每年舉辦一次畢業襟針設計比賽，讓同學參與。畢業襟針將送給每位畢業生留念。

與此同時，按每年傳統，本會向在「中學文憑試」中考獲優異成績的同學，頒發獎學金，以示表揚。此外，我們還贊助家長講座茶點。

四、其他事宜

本會繼續積極支持校方的不同活動，例如：飯堂服務、圖書館服務、工作實習、安排師生和家長注射預防流行性感疫苗、書展、為中一同學訂購家政科用品、明愛賣物會等等。以上活動得到老師、家長義工、行政人員及社工的鼎力協助，已經圓滿結束。本會再次感謝他們的貢獻。

結語

我很高興今年有三位家長參加執行委員會，為本會的工作注入新動力。

今年，學校的主題是：誠信、仁慈和感恩。這全都是優秀領袖的必備條件。我們堅信德望學校能夠培養我們的子女成為優秀的領導者。家教會，作為支援的一份子，會儘量協助學校，培養學生成為未來的領導人才。我們希望家教會的會務能更上一層樓，今後更有效地支持學生和學校。

二零一四年至二零一五年度週年會務已報告完畢，本人要再一次感謝校監阮媽玲修女、校長陸范勵賢女士、副校長鮑家寶女士、所有老師及家長執行委員，積極參與及指導本會的工作。最後，本人特別感謝義務核數師潘偉雄先生和義務法律顧問李應彪先生，在百忙中為本會提供專業意見。

多謝各位。

承執行委員會之名
家長教師會主席
楊秀蘭謹啓

二零一五年十月三十一日

GOOD HOPE SCHOOL PARENT TEACHER ASSOCIATION

ANNUAL REPORT

Today is my first time to report the Annual Report at the Parent Teacher Association Annual General Meeting (PTAAGM). I am so honored to represent the PTA to speak here. As you all know, the PTA is a voluntary association. It comprises 4 Teacher and 8 Parent Executive Committee Members. We also have two Ex-Officio Advisors and two Non-Executive Members. All of us are doing PTA matters as voluntary work. Without the cooperation between one another, we wouldn't be able to run the PTA so successfully.

During 2014-2015, we can see that Good Hope School has had great success in terms of academic results and other, non-academic areas. We are so proud of the success under the leadership supervision of Sister Pauline, Mrs. Laura Green and Miss Grace Pow. On behalf of the PTA Committee, I would like to send our sincerest thanks to the School Management and Teachers. Thank you.

To give you an overview of PTA activities in 2014-2015, I now invite Mr. Mark Chan, our Treasurer, to give the financial report.

1. Finance

The Association recorded an operating fund of HK\$658,715 as of August 31, compared to HK\$622,316 during the same period last year. There is a surplus of HK\$36,398 when compared to last year, a 17.6% increase.

Over the past year, a subsidy of HK\$9,989 was granted by the Committee on Home-School Co-operation for the operation of the Association and for the organization of activities.

The major source of income of the PTA came from the annual membership fee. The operating costs of the Association last year consumed 47% of the total income.

Because of the strict rules on the use of the operating fund, and the well-defined operating procedures now required by the Executive Committee, the operating fund has always been at a sound and stable level. In the future, the Association would like to spend its fund on organizing meaningful activities for its members and the School.

2. Internal Affairs

Parent Manager

The Parent Manager has a significant role to play in the school. He/she is an important bridge between the school and you, the parents, and is ideally placed to channel the views of parents into the Good Hope School Management Committee (SMC). The resolution of the Annual General Meeting in 2011 was that the Executive Committee (EC) of the PTA will nominate a former or current EC member to serve as Parent Manager on the SMC. I am so honored to have been selected as the Parent Manager until August 2016. I hope to continue to work together with the School's management team and implement plans in order to make a good learning environment for the students. Thus, I encourage you to join with us as the EC of the PTA and have a chance to be a Parent Manager.

3. Supporting and Organizing Events/Activities for GHS Students

In the academic year of 2014-2015, the PTA held two major events, namely the "Dinner Gathering and Celebration of Students' Achievements" and the "Annual Sports Teams Dinner Gathering". The PTA sponsored these two events to enable the students, teachers, and parents to relax and spend some time together.

Each year, the PTA also organises a "Thank You Lunch" to show our appreciation to all volunteer parents and teachers for their contribution. Apart from this, we also organise a graduation pin design competition every year for students to participate in. The graduation pin is a free gift for each graduate.

To follow the traditional practice, we also provide scholarships to recognize those students who obtain excellent results in the DSE. Furthermore, we also sponsor refreshments for the parent talks.

4. AOB

The PTA continues to be involved in school services and events, such as Lunch Services, Library Services, Internships, the Influenza Vaccination Program, the Book Fair, the T&L tools sale, Caritas Bazaar and more. Without the support of teachers, administrative staff, social workers and volunteer parents, none of these services or events could have been run successfully. Once again, the PTA would like to thank all volunteer parents, teachers, administrative staff members and social workers for their support.

Concluding Remarks

I am pleased that three new parents have joined as ECs this year. We always need some new blood on board to bring in new ideas.

This year, the school theme is based on the values of Integrity, Mercy and Gratitude. All of these are characteristics of good leaders. We always believe that Good Hope School trains our daughters to be good leaders. The PTA, in support, wants to assist the school and develop our students as future leaders as well. We hope the PTA will go from strength to strength in serving the students and the school ever more effectively in the future.

The PTA annual report for 2014-2015 is coming to an end. I would like to say thank you one more time to Sister Pauline, Mrs. Green, Miss Pow and all teachers and parent ECs. Last but not least, special thanks should be given to our Honorary Auditor Mr. Richard Poon and Honorary Legal Advisor Mr. Andrew Lee.

Thank you.

By order of the Executive Committee
PTA Chairperson

Ms. Wendy Young
31 October 2015

GOOD HOPE SCHOOL PARENT TEACHER ASSOCIATION

INCOME AND EXPENDITURE ACCOUNT

FOR PERIOD SEPT 2014 - AUG 2015

	<u>2015</u> <u>Income</u> HK\$	<u>2015</u> <u>Expenses</u> HK\$	<u>2015</u> <u>TOTAL</u> HK\$	<u>2014</u> <u>TOTAL</u> HK\$
Annual Membership	125,500.00	(5,200.00)	120,300.00	120,400.00
Subvention income from the Government	9,989.00		9,989.00	9,561.00
Bank interest income	6.89		6.89	7.80
Bank Charge		(500.34)	(500.34)	(400.00)
Sundry	1,143.70		1,143.70	2,275.00
Newsletter		(12,705.00)	(12,705.00)	(8,700.00)
School Anchor (2014-2015)		(2,500.00)	(2,500.00)	(2,500.00)
Scholarship expenses		(20,000.00)	(20,000.00)	20,000.00
Printing and stationery	-	-	-	(2,643.20)
Membership Card	-	-	-	(4,580.00)
PJ - T&L Sales	31,840.00	(22,175.00)	9,665.00	5,246.00
PJ - Flu Vaccination	55,510.00	(41,100.00)	14,410.00	16,040.00
PJ - Talent Showcase in Celebration of Students' Achievements	6,020.00	(26,997.80)	(20,977.80)	(27,329.00)
PJ - Sport Teams Annual Gathering	7,070.00	(34,015.50)	(26,945.50)	(28,622.60)
PJ - Thank you lunch	5,900.00	(13,910.00)	(8,010.00)	(7,760.00)
PJ - Cleaning Fee	12,819.25	(7,553.00)	5,266.25	3,922.00
PJ - Parent Meeting (Refreshment)		(11,186.90)	(11,186.90)	(8,351.60)
PJ - Parent Seminar	-	-	-	(1,800.00)
PJ - Annual General Meeting 2014		(6,768.40)	(6,768.40)	(435.00)
PJ - Graduation Pin Design Competition & Production		(14,788.00)	(14,788.00)	(13,388.00)
Total	255,798.84	(219,399.94)		
Surplus / (Deficit) for the year			36,398.90	30,942.40

GOOD HOPE SCHOOL PARENT TEACHER ASSOCIATION

BALANCE SHEET

AS AT 1 SEPT 2014 - 31 AUG 2015

	<u>2014-2015</u>	<u>2013-2014</u>
	TOTAL	TOTAL
	HK\$	HK\$
<u>Non-Current assets</u>		
Property, plant and equipment	0.00	0.00
<u>Current Assets</u>		
Cash	57.40	57.40
Current account	7,506.17	6,362.47
Saving account	651,151.91	615,896.71
Total Current Assets	<u>658,715.48</u>	<u>622,316.58</u>
Net Current Assets	<u>658,715.48</u>	<u>622,316.58</u>
Net Assets	<u>658,715.48</u>	<u>622,316.58</u>
Represented by : Reserve fund		
Balance B/F	622,316.58	756,882.58
PTA'S Development Fund	-	(165,508.40)
Surplus / (Deficit) for the year	<u>36,398.90</u>	<u>30,942.40</u>
Balance C/F	<u>658,715.48</u>	<u>622,316.58</u>

二零一四 至 二零一六年 家長教師會執行委員會委員
2014 – 2016 PTA Executive Committee Members

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