

Minutes of the 55th Annual General Meeting of the St Andrew's Parent Teacher Association

Date and Time	Thursday, 13th March 2025, 5:30pm
Location	St Andrew's Secondary School Auditorium

1.0	Welcome and Opening Address
1.1	<p>With 77 members present, the quorum was inadequate to call the Annual General Meeting to order.</p> <p>In accordance with Rule 16, clause (I), after a waiting period of more than half an hour, the Honorary Secretary of SAPTA of the St Andrew's Parent-Teacher Association (SAPTA) called the meeting to order.</p>
1.2	<p>The Principal of St Andrew's Junior School, Ms. Elsie Poey, welcomed the assembled members to the AGM.</p> <p>On behalf of the school management, Ms. Elsie Poey placed on record her thanks to the SAPTA Executive Committee.</p> <p>She then opened the meeting with a prayer.</p>
1.3	<p>The Honorary Secretary of SAPTA, Mr. Adrian Tham, thanked the teachers from the St Andrew's Junior School, the St Andrew's Secondary School, parents from both Schools and Committee Members for attending the AGM.</p>
1.4	<p>Members who were present at the AGM are listed in Annex 1 of the minutes.</p>
1.5	<p>The agenda presented was accepted and the Meeting proper started.</p>

2.0	Adoption of Minutes of the 54th Annual General Meeting held on 22nd March 2024
2.1	<p>The minutes were distributed to members in the second week of February as part of the AGM Notification for 2025.</p>

2.2	<p>There being no matters arising from the Minutes presented, the Honorary Secretary of SAPTA then requested the floor to adopt the Minutes.</p> <p>Proposed : Mr. Kaizad J. Medora Seconded : Mr. Jonathan Leow Ziwei</p> <p>The Minutes of the 54th Annual General Meeting was adopted by all present during the Annual General Meeting held on 13th March 2025.</p>
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3.0	Chairman's Report
3.1	Mr. Jason Lie proceeded to give the meeting a short summary of what SAPTA had achieved in 2024.
3.2	<p>Academic Scholarships</p> <p>SAPTA sponsored three scholarship awards (worth \$500 each) to the Top PSLE students from SAJS who crossed over to SASS at the Founder's Day celebrations.</p> <p>The scholarships were presented to:</p> <ul style="list-style-type: none"> i. Daniel Wei-An Lee (1E) ii. Tan Jun Rui Favian (1S) iii. Tan Yu Hern Sean (1I)
3.3	<p>SAPTA Cares</p> <p>The SAPTA Cares fund was started in October 2013. Dedicated to supporting needy students, SAPTA Cares is funded by generous donations from parents and old boys. In addition, a portion of the profits from our annual Children's Day Carnival is deposited into SAPTA Cares. This fund has enabled SAPTA to reach out to and bless many Saints in both SAJS and SASS.</p> <p>As of 31 December 2024, the SAPTA Cares fund for SAJS and SASS stands at \$25,034.32 and S\$15,952.38 respectively.</p>
3.4	<p>Boarding House Sponsorship</p> <p>SAPTA sponsors selected SAJS boys for the boarding house programme, which offers after-school supervision. In 2024, SAPTA sponsored 5 boys for this programme.</p>
3.5	<p>SASS Cross Country</p> <p>SAPTA supported the 2024 SASS Cross Country event at Marina Barrage by</p>

	<p>providing post-race refreshments as well as kites to allow parents and boys an opportunity to bond over.</p>
3.6	<p>Saints Alumni Band ticket sponsorship</p> <p>To promote family togetherness, SAPTA (through the generous donations of old boys) was able to sponsor tickets for over 20 boys and their families from the SASS Concert Band to the Saints Alumni Band's concert in Victoria Concert Hall.</p>
3.7	<p>Teachers' Day Celebrations</p> <p>SAJS Staff Appreciation Day Lunch Celebration SAPTA provided a buffet lunch to all teaching and non-teaching staff of SAJS in appreciation of their dedication and commitment to nurturing minds and shaping futures.</p> <p>SASS Teacher's Day Celebration For SASS teaching and non-teaching staff, SAPTA sponsored \$2,500 for their celebrations that day. Through generous donations from parents, SAPTA was also able to contribute lucky prizes to staff of both schools for these two events.</p>
3.8	<p>Caring Teacher Awards</p> <p>Five SASS teachers and five SAJS teachers received the Caring Teachers Award. These teachers were selected from nominations submitted by their students. A \$50 NTUC voucher was presented to each of them during the Founder's Day Ceremony.</p> <p>SAJS</p> <ol style="list-style-type: none"> i. Zhang Pu ii. Sandy Low Gait Hong iii. Lucy Andreatte Yip Lo Fern iv. Amanda Lye Su Wen v. Vasanthi d/o K Sinnathamby <p>SASS</p> <ol style="list-style-type: none"> i. Kong Hon Ein Aaron ii. Jacob Jonathan iii. Mohamed Osman Mohamed Noor iv. Xu Ning v. Muhammad Zulhaqqim Awaruddin Bin Awaruddin
3.9	<p>Parenting Seminars, Workshops and Events</p> <p>Dad's Coffee Club (DCC) DCC was launched in July 2017. In 2024, DCC continued to organise activities to promote Father and Son bonding, such as the ever popular overnight Father-Son orientation camp in December 2024 for the incoming new Primary 1 Saints and</p>

	<p>Daddies, with 40 father-and-son pairs in attendance.</p> <p>Junior Saints Mums Club (JSM) JSM was launched in January 2018 for SAJS mothers. In 2024, JSM continued to engage and empower parents by organising a series of talks on topics such as mindful parenting, family values and how to cope with PSLE English.</p> <p>Saints Mum Club (SMC) SMC was launched in June 2018 for SASS mothers. In 2024, SMC continued its wonderful work in bringing both parents and the school together through organising talks such as the Education and Career guidance talk.</p> <p>In addition, the JSM, SMC, and DCC came together to organise an Saints Heritage Hunt to promote family bonding, as well as the SAPTA Food Carnival in support of SASS' Sports and Arts Festival.</p>
4.0	<p>SAPTA Membership</p> <p>In 2024, there were 116 new members from SAJS and 66 new members from SASS.</p>

4.0	Adoption of the Financial Statement of Accounts for the year ended 31st December 2024
4.1	Mdm. Quah Bee Leng, Vice Honorary Treasurer of SAPTA, presented the Financial Statement of Accounts for the year ended 31 December 2024.
4.2	<p>SAPTA's revenue came mainly from the sales of merchandise; events such as the SASS SAPTA Food Carnival and the SAJS Children's Day Carnival, as well as fund raising from generous benefactors.</p> <p>SAPTA's expenditure included the remuneration of our part-time administrator, Jean (who manages the administrative duties for SAPTA), and the operating cost of running SAPTA.</p> <p>We ended the year with a healthy balance sheet and a surplus of \$4,189</p>
4.3	<p>There being no other matters arising from the Accounts presented, the Honorary Secretary of SAPTA, then requested the floor to adopt the Accounts.</p> <p>Proposed : Mr. Jonathan Leow Ziwei Seconded : Mr. Daniel Kalai</p> <p>The Accounts were adopted by all present during the Annual General Meeting held on 13th March 2025.</p>

5.0	Thanking Members, the 2023-2024 Executive Committees
5.1	<p>Mr. Jason Lie Chin Ann, Chairman of SAPTA, thanked and acknowledged for a wonderful team of parent volunteers who generously contribute their precious time and resources, while asking nothing in return. He is extremely proud of each of these “Servant Leaders”.</p> <p>He recorded his heartfelt thanks and appreciation to the Executive Committee Members, Kaizad J Medora (Vice- Chairman), Adrian Tham (Honorary Secretary), Carina Lee (Assistant Honorary Secretary), Sophia Teo (Honorary Treasurer), Quah Bee Leng (Assistant Honorary Treasurer), Patrick Elangovan, Daniel Kalai, Joshua Wong, Beatrice Lee, Stephanie Tan, Jonathan Leow, Merrill Lim, Gerald Wong, Arthur Tan (Co-opted member), Gloria Tan (Co-opted member), Angie Teo (Co-opted member), Melina Ang (Co-opted member), Mabelyn Aw (Co-opted member), and Jean Tan (Administrator)</p> <p>He also expressed his special thank you to Mr Boey Weng Yue (SAJS VP, Admin), Mdm Caroline Hew (SAJS VP), Mr Danny Teo (SASS VP, Admin), and Miss Agnes Teo (SASS VP) for their steadfast presence as the school representatives in our EXCO. and their valuable feedback, their partnership, as well as their endless support for our programmes.</p> <p>He went on to thank the Principals, Mrs Elsie Poey (SAJS) and Mr Lee Han Hwa (SASS), for their unfailing support of SAPTA. For without their support and collaborative spirit, none of SAPTA’s activities would have been possible.</p> <p>With grateful heart, he recorded his Special thanks to:</p> <ul style="list-style-type: none"> • Revd Ian Chew and Ps Barnabas Sim from COA for being ever-ready to assist SAPTA. • Revd Joseph You, Revd Gary Chng, Ps Nelson Lee, and Ps Sooriya from CHS, for supporting and participating in SAPTA’s events. • Mr Samuel Chacko for his work as SAPTA’s Legal Advisor. • Mrs Daphne Ang (since transferred to CJC), Ms Jacqueline Ng, and Mr Daniel Thiam, and all the SAJS and SASS teachers for their close partnership and encouragement. • Ms Angela Lim and Mr Koh Beng Chuan for auditing SAPTA’s accounts.

6.0	Presentation of Office Bearers and Executive Committee 2025-2026
6.1	<p>When nominations closed on 11th March 2025, there were 14 nominations to fill the 14 positions in the 2025-2026 Executive Committee. The nominees are therefore automatically elected into the committee.</p>

6.2	<p>With the 14 nominees agreed upon. The followings are elected into Office.</p> <p>Chairman - Mr. Kaizad J. Medora Vice-Chairman - Mr. Merrill Lim Xiang Hsien Honorary Secretary - Mr. Jonathan Leow Ziwei Asst. Honorary Secretary - Mr. Joshua Wong Shoou Hsi Honorary Treasurer - Mdm. Quah Bee Leng Asst. Honorary Treasurer - Mdm. Teo Kee Hwa</p>
6.3	<p>The following nominees were the elected eight Committee Members.</p> <ol style="list-style-type: none"> 1) Committee Member: Jason Lie Chin Ann 2) Committee Member: Carina Lee 3) Committee Member: Gerald Wong Chee Mun 4) Committee Member: Daniel Kalai 5) Committee Member: Stephanie Tan Sue Chi 6) Committee Member: Lee Pao Jen Beatrice 7) Committee Member: Arthur Tan Song Nian 8) Committee Member: Lisa Maria Meals

7.0	To elect two (2) Honorary Auditors
7.1	The Honorary Secretary thanked the out-going auditors, Ms Angela Lim and Mr Koh Beng Chuan
7.2	<p>The meeting elected two new Honorary Auditors for 2025.</p> <p>Ms Tay Lee Lian of SAJS Proposed : Mr. Boey Weng Yue Seconded : Mr. Kaizad J Medora</p> <p>Ms. Joyce Lim of SASS Proposed : Mrs. Agnes Teo Seconded : Mr. Jason Lie</p> <p>As there were no further nominations being put forward, the Honorary Secretary proposed for the nomination to be closed.</p>

8.0	Appointment to the Legal Advisor
8.1	<p>The meeting appointed one Legal Advisor for 2025.</p> <p>Mr Samuel Chacko</p>

	Proposed : Mr Adrian Tham Seconded : Mr Jason Lie The motion to formally appoint Mr Samuel Chacko was voted upon and carried.
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9.0	Any Other Business
9.1	There being no other matters arising for discussion, the 55 th Annual General Meeting of the St Andrew's Parent-Teacher Association was called to a close.
9.2	<p>Mr Lee Han Hwa, Principal of St Andrew's Secondary School, gave a vote of thanks to the SAPTA Executive Committee for their involvement and support to the school. He also thanked Mr Jason Lie and the Outgoing Members Committee for their stewardship these past years and looked forward to the partnership with Kaizad J Medora as he takes over the Chair in the coming term.</p> <p>Mr. Lee Han Hwa, Principal of St Andrew's Secondary School, thereafter, closed the meeting with a prayer.</p>
9.3	The SAPTA 55 th Annual General Meeting ended at 6.30pm.

Minutes Recorded by:
 Jean Tan
 SAPTA Administrator

Minutes vetted by:
 Jason Lie Chin Ann
 Chairman (2023-2024)

Mr Jonathan Leow Ziwei
 Honorary Secretary (2025-2026)

Mr Kaizad J Medora
 Chairman (2025-2026)