



PTG Executive Committee and Heads of School Meeting Minutes

CON 406

15th October 2019, 7.50am

Attendees: Matt Mills (Head of School), Mick Smith (Secondary Principal), Lorna Conroy (Assistant Principal Secondary School, Student welfare), Cindy Adair (Cross Campus Assistant Principal, Extra Curricular Activities and Sports), Jason Cooper (Primary Principal), Rachel Jones (Head of Admissions), Cheryl Rego (Development, Alumni and Marketing Manager), Katherine Hume (Cross Campus Assistant Principal, Continued Professional Learning), Melissa Golden (PTG Chair), Robert Scott (PTG Treasurer), Vanessa Girling (PTG Secretary), Fernanda Castillo (PTG Tiger Shop manager), Jayne Harvey (PTG Primary rep), Chavapas Ongmahutmongkol (Khun Joe - PTG Thai rep), Aki Roughley (PTG Cross campus rep), Michela Pianesi (PTG Events), Maayan Chorev (PTG Communications Coordinator), Radhika Chawla (PTG International Day rep)

Apologies: Helen Thew (Cross Campus Principal), Joe Cole (PTG Vice Chair), Marielle Eurlings (PTG Secondary Rep), Andrew Gordon (Business Director)

1. Business carried over from previous meeting

- a. CAT funding submission deadline – The PTG Chair met with Jane Lovegrove and they agreed to set the submission deadline at the end of term 1 for any funding applications. After any applications have been received, the committee will meet and allocate any funds accordingly.
- b. Proposed date for “Breathe Easy at Patana” (Air Quality session for parents) –
Action: Cheryl Rego and Melissa Golden to agree on a date before Christmas for this air quality information session, and Adrian Palmer will be invited to speak again. PTG reps were requested to encourage parents to come, as there was low attendance at the last meeting.
- c. Thai conversation sessions – K. May is co-ordinating a group of Thai parents to run these sessions.
- d. Car park repair – it was noted that some repair work has been done to the area surrounding the tree roots.
- e. Uniform recycling bin – the PTG Cross Campus rep has met with Second Chance who are currently preparing some recycled uniform sample items. They are also happy to collect any other fabric donations from school but for a general fabric-recycling bin, a tender process would need to be started.

Action: PTG Cross campus rep to contact Helen Thew to get the SEC involved in the process of setting up a donation bin, just for uniform recycling at this time.

- f. FS parking – After conversations with some teachers and parents, it is estimated that there are approximately 30 self-driving parents across FS1/FS2. They sometimes have difficulty finding a parking space, so have to double park which causes congestion.

Action: Cheryl Rego to liaise with K.Toon to see if a trial can be set up for 5-10 priority parking spaces.

2. PTG Primary Update

Very positive feedback has been received following some of the recent parent workshops run at school, in particular the friendship talk given by Carol Battram, and the mental health talk given by Dick Moore, which was attended by over 300 parents.

3. PTG Secondary Update

Some of the secondary parent get togethers have taken place. 22 parents attended the Y12/13 get together last week, and hugely benefited from sharing experiences with the other parents.

4. Tiger Shop Update

The Tiger Shop had a very successful period running up to Tiger Spirit Day with almost 205,000 baht of merchandise sold. The floppy ears were a great hit!

5. Treasurer's Report

Figures are still to be confirmed but it is thought that we remained close to what was budgeted for the Big Night Out.

6. Thai Rep Report

- i) The Thai community ran a successful International Day spotlight stand, showcasing Thai toys from the past, in addition to a photo booth.
- ii) Some of the Thai community have attended some Gen C creative education workshops. There could be potential to invite some of these speakers to school.

7. Cross Campus Update

Previously covered in the 'Uniform recycling bin' update above.

6. PTG Events

- a. International Day – This year's PTG International Day rep, Radhika Chawla, was introduced. International Day will follow the same format as previous years. A new addition this year has been the introduction of the

'country spotlight'. This has enabled 14 different countries to set up country-themed activities for students in both primary and secondary. There will be 5 countries taking part in the cultural show including India, Sweden, Spain and Spanish speaking countries, Malaysia and Thailand. After the parade, the flag bearers from each country will go onto the stage and remain at the side whilst the cultural show goes on. There will be 31 countries in the food hall, including a new addition from a pan-African group.

Regarding the seating area, it was suggested that FS and KS1 parents should be permitted to sit downstairs in the sports hall with their children. This could be communicated in the Patana news ahead of time and some signage could also be put up on the day.

- b. Big Night Out report – positive feedback has been received following a superb Big Night Out event. The venue was fantastic, newcomers felt welcome but one of the only downsides was the Friday traffic!
- c. Christmas concert and Fun Day – rules associated with serving alcohol. It was confirmed that it would remain the same as previous years; we will sell coupons which parents will be able to exchange for alcoholic beverages.
- d. Tennis tournament – this was a successful event which almost 80 people attended and raised 138,000 baht. There will also be a presentation for secondary students on 17th October about breast cancer.

7. School Updates and Reports

Head of School

- The principals are currently meeting with all the teachers who are in the second year cycle of their contracts, currently totalling 137 members of staff. They discuss amongst other things, CPL, any challenges and so on. A normal turnover of staff is expected this year, which is approximately 10%.
- The Head of School will also be attending an upcoming ISAT meeting in Phuket.

Primary School

- 3 way conferences are running this week, on Wednesday and Thursday afternoons.
- The Y5 and Y6 swim galas are taking place on Friday, and the Y3 and Y4 galas are scheduled for after half term.
- The parent workshops that have taken place so far this year have been well attended.
- Y1 recently visited Samrong market.
- Y5 are visiting the Planetarium today.
- Rehearsals are well underway for the November production of Chitty Chitty Bang Bang.

- The International Day country spotlights have been very popular with the primary school students. However, it was suggested that giveaways should be limited in future, being mindful of the environment.

Secondary School

- Year group coffee mornings and curriculum mornings have been taking place.
- The Y13 and Y12 parent conference evenings are coming up shortly.
- The recent Marvel-themed house assembly was very enjoyable and well received by all. 'Captain America' was a big hit in the Y1/2 playground afterwards!
- FCD were recently in leading workshops with Years 8-13 over a 4-day period; a big focus this year was on vaping. They also ran a workshop for parents. The students found the lead speaker Rodney Poole very engaging.
- Dick Moore also returned to talk about teenage mental health. He focused on teenage anxiety with Y9/10s, and about managing mental health during the transition to university with the Y12/13s. He also ran sessions with key staff on first aid for mental health.
- Residential plans are fully underway.
- Natasha Devon will be visiting next year and will run parent, student and staff sessions.
- The PTG chair suggested we hold more regular positive parenting sessions for parents, perhaps on a regular basis.
- Workshops will be held in The Hub at the beginning of November.
- The recent University fair was well attended.

Cross Campus

Sports

- Sign up for block 2 ECAs opens today; a help desk will be open in the PTG room tomorrow morning. There are additional cooking and painting classes being offered, in addition to some new ECAs such as Gaelic football and 3D architectural design.
- The season 3 sports session is only 5 weeks long this year, not allowing enough time to select and organise teams for Seasac competitions. Therefore, season 3 JV and Varsity trials are being run alongside season 2 sports trials, instead of in February on this occasion.
- The Varsity boys are playing Nist in the Bisac football final tomorrow.
- Patana are hosting the Fobisia gymnastics competition this year at the end of November, the same weekend as the Ploenchit Fair. Visiting gymnasts will receive a complimentary ticket to the fair.
- Lynn Kachmarik will be delivering a parent workshop on 30th October on 'how to be an exceptional sports parent'.

CPL

- Patana recently hosted NPQs, for middle and senior leaders, with a focus on academic pathways through school and how to grow professionally.
- After half term, staff will be attending a CPL day; Ian Gilbert will be visiting from the UK delivering sessions which include strategies on how to extend learning in the classroom.

- Patana will be hosting a world language JAWS (job alike workshop) featuring Dr. Gianfranco Conti, a leading speaker on language pedagogy.
- The University of Bath will be visiting in December to support staff with their Masters studies.

Admissions

- There are currently 2250 students enrolled at Patana, with an additional 9 students due to start after half term.
- Applications are already starting to come in for the next academic year.

Marketing

- The Annual fund will be launched this week and sent out to parents. There are two channels for donations, the Annual fund and the Capital fund. The Annual fund is not used for capital assets, but is used to grow existing programmes; examples in the past have included purchasing 3D printers, robotics equipment and funding the wellbeing room. It will run until April/May, and it typically raises 400 – 500,000 baht. Donations over 15,000 baht to the Capital fund are eligible for tax deductions.
- Patana is hosting the SILC bazaar on the 8th November
- The Ploenchit fair returns to Patana on the 30th November, after being held at the British Embassy last year.

8. Other business

- a. Proposed parent coffee shop – some murmurings have been circulating regarding having a parent coffee shop within the school, however as True coffee is actually on school land, this would not be feasible. As there are only really 180 days of profitable business for the location, the lease is only really attractive to big companies such as True. The current lease is up for renewal next year and K.Deer in the foundation board office can be contacted with any feedback (kusi@patana.ac.th).
- b. WiFi in PTG room – it was confirmed that all PTG account holders have access to the Patana and BPS Guest WiFi, and can log in using their PTG username and password. Users can contact IS/IT with any access issues.
- c. Lockdown alarm – following the lockdown practice last week, it was queried whether parents know what the lockdown alarm sounds like and what procedure parents should follow when they hear the alarm. More communication is required to ensure parents know what to do. Blinds have already been requested for the PTG room, so that they can be pulled down when necessary.

Meeting finished at 9.10am.

Minutes written by Vanessa Girling, PTG Secretary