

PTG & Heads of School Meeting - 27th March, 2018

Minutes



Attendees Present: Matthew Mills (Head of School), Andrew Gordon (Business Director), Mick Smith (Secondary Principal), Helen Thew (Assistant Principle Secondary School, Student Welfare), James Penstone (Cross Campus Principal), Carol Battram (Assistant Principal, Primary School, Learning and Welfare), Cindy Adair (Assistant Principal Extra Curricular Activities and Sports), Cheryl Rego (Development, Alumni and Marketing Manager), Rachel Jones (Head of Admissions), Melissa Golden (PTG Chair), Fiona Bertoli (PTG Secretary), Vik Bhatnagar (PTG Vice-chairperson), Rapeepan Sapayanon (Pook) (PTG Treasurer), (Koi) Kiatphaibool (PTG Thai Liaison), Lyke Shouten (PTG Primary Parent Representative), Laura McDonald (PTG Secondary Parent Representative), Janine Minchin (PTG Tiger Shop Representative).

Apologies: Jason Cooper (Primary School Principal).

Meeting started at 7.50am

PTG Updates

Introduction of Primary Rep and International Day Coordinators

Lyke Shouten introduced to as Primary Rep to the Heads of School and Katharina Ayrle and Ann Baines named as joint International Day Coordinators for 2018.

Proposed new location of Tiger Shop

The proposal is to move the Tiger shop to sit in the same space as the School shop. This will be a huge benefit to parents as it will be a one-stop shop. It will also give secondary school students an opportunity to purchase items which until now have been hard to achieve due to location.

There will be many details to consider, such as the financial management of stock, storage and display, but we will work through these over the next few months with Khun Duang and Khun Toon to ensure a smooth transition.

New Yoga Classes for parents

We have a qualified yoga teacher in our parent network who is happy to provide classes to parents for free. The classes will be held in the new dance studios on Wednesday mornings.

Security

There is 24 hour security around school throughout the year. If guards aren't at their supposed gate for any reason then that gate should be locked. Any instances of guards not being at their station should be reported to Andrew Gordon in future.

Second hand uniforms

The SEC have been previously asked about the concept of second-hand uniforms and as a committee found the culture of adopting someone else's uniform as strange.

Action: The PTG to start a discussion with the SEC about how to progress with recycled uniforms.

Current uniform modifications

In Primary, there will be no more skirts nor dresses but skorts and capped sleeves for girls.

FS1 has the same uniform as Nursery and FS2 is the same as Y1, but some parents have asked if the FS2 uniform could stay the same as FS1 uniform.

School Action: Carol Battram to take the question back to FS and discuss. Jason Cooper to feed back results at the PTG AGM.

Financial Update

The PTG bank account started the year with 1.4m baht, at the end of February 2018, we have 1.7m baht in the bank. The Tiger Shop and main events this year have provided the following profit:

Tiger Shop - 300K profit (800K revenue YTD)

Fun Day - 500k profit

Christmas Concert - 60k profit

The PTG will continue supporting CAT clubs but may alter donation amounts due to size and activities. In addition, we hope to support other charities throughout the next academic year.

Action: PTG Treasurer to follow-up with Andrew Gordon regarding International day and remaining donations.

Action: PTG Executive Committee to work on a budget for 2018-19.

Primary Update

No major issues at the moment. In Foundation Stage, the FS parent/carer room is in fact a parent/carer room (not a assessment room as previously planned).

School Action: New Notice Board required in the entrance area and in the parent/carer room.

Secondary Update

Thank you and farewell to Laura McDonald as secondary rep for her hard work on the PTG over the last few years.

No other updates.

Upcoming PTG Events in Term 3

Parent Information Session - May 2nd

Dick Moore, mental health and wellbeing specialist, will be coming to Patana to share experiences and speak to students on May 2nd. The PTG will coordinate a information session for parents on the same day.

Action: PTG to confirm time and venue. Invites to be sent to parents.

Staff Appreciation Day - May 3rd

The PTG have already started planning and organising this event.

Tech Talk Monthly - April 4th

Our next Tech Talk is on 4th April in the PTG room. A reminder for parents will be on the PTG FaceBook page.

PTG AGM - May 22nd

The AGM will be held in the Black Box at 8.00am, with the parent choir performing for the first time.

After Songkran, the PTG will open up positions for nominations for 2018-19 academic year. If more than one person is interested in a role, then it will go to a ballot vote. We will be saying goodbye to some volunteers as they have finished their term and welcoming new members.

School Report

Recruitment

There is a final recruitment drive in the UK in the upcoming weeks, 9 teachers still required to hire. Head of School, Secondary Principle and Primary Principle will head off to the UK in the upcoming weeks to fill the positions.

FOBISIA Update

FOBISIA have appointed a CEO, who will be situated in the office in Bangkok. This position will alleviate pressure from existing executive committee members (currently made up of Heads of School). Discussions are continuing regarding the use of the Phuket as a host. Feedback has already been given, for some schools it takes a couple of flights to reach Phuket, timings will need to be taken into consideration. The committee will give it another 2 years and then review again. There are currently 57 member schools, possibly reaching up to the mid 60s in next couple of years, so growing well.

Head of School Blog

Focused on safety and the use of motorbikes and helmets. Need to keep reiterating the dangers of riding motorbikes and the need for use of helmets. Y10 and above can leave school without parents, once the student leaves the premises then the school is not responsible for the student.

Secondary Update

- Y9 and Y11 coffee mornings have been well attended.
- Y6 Taster Days going well.
- Y12 career coffee morning in Senior Studies. Y12 parents spoke to the careers team and gleaned some valuable information.
- Y13 IB Arts display is outside the Theatre and a must see.
- Patana Unplugged is on 4th April.
- **Action:** PTG to speak to Laura MacRitchie to ask if parent choir can attend Patana Unplugged.
- Y11 and Y13 leave on April 5th to go on study leave.
- Y10 exams are during the 1st week back after Songkran.
- Teachers assessments ongoing.

Y7 Survey

A survey has been sent to the students to find out about their engagement in lessons, quality of feedback from teachers, how much they are challenged across all faculties. Headline reports will be sent to the parents outlining findings. In brief, Y7 could be a bit more challenged, so this will be done next year.

Whisper Button

Secondary are trialling a 'whisper button' in Y10 currently. It is a similar idea to whistle blowing. The idea is to be able to send a confidential message about a range of different issues; themselves, friends, excess drinking, bullying, home-life struggles etc. Mick Smith and Lena Perriam will follow-up as required. The trial is with Y10 and will rollout to other years if successful.

A female secondary teacher is working part-time helping to counsel girls in secondary. She currently spends 10-12 periods a week counselling. There is no full-time position planned for 2018-19

Sports

It's been a very busy Term with sports. Patana hosted many events in Term 2:

- SEASAC Swimming,
 - SEASAC Softball,
 - FOBISIA Swimming and
 - FOBISIA Climbing.
-
- FOBISIA U13 Games had a good experience in Phuket, the only negative feedback was that the hosts didn't look after parents enough.
 - FOBISIA U11 will be announced soon. The student gets a letter home, teachers reach out and try to remind them if don't make the U11 FOBISIA team this year, they can talk to them about what they can improve and work on for the following year.
 - Term 3 will be busy with SEASAC Junior Swimming and Gymnastics. Things will start to wind down and calendar dates will be set towards the end of the term.
 - SEASAC currently has 15 schools participating, Stanford and AIS from Singapore and Harrow Bangkok joined this year, with the aim to have 16 schools next year. There are currently 2

divisions, based on ability and success. Gymnastics and swimming are slightly different and these sports have been split by age, so there are Junior and Senior SEASAC events for these 2 sports.

- Interviews are underway for new Head Coaches for Patana Football and Dance Academies.

Cross Campus Update

Value Survey

A survey will go out to the community to check how well we understand our values and mission statement. The survey will go to students in Y5 and up and also to parents. It will be sent during the last week of term so that everyone has time to fill out the survey over the Songkran break with the due date for completion being the first week back after Songkran. The survey will be repeated next year and then every 2 years after that.

Marketing department are interested in finding out how to promote Patana in an evolving landscape of growing competition in Bangkok.

Global Citizenship Workshop

Mark Verde hosted the workshop and noticed lower numbers attending than usual. There was a noticeable absence of Thai parents, and there were questions as to why this might have been the case. A clash of parents at Y3/4 Teeball was one possible reason.

Waste Less Weeks

Fantastic Instagram page by the SEC on waste less weeks, worth looking at. The week was very interesting.

Primary Update

Y5 have a new topic this Term which is Black Gold. Parents from the industry came in to talk to students about the oil industry and it definitely helped widen students opinions.

Parent Workshops

There have been a number of parent workshops already this term such as K1 and Safeguarding and Global citizenship. The next workshop is the 'Pantasaurus' workshop which Carol Battram and Delina Butcher will host next Tuesday, 3rd April. Pantasaurus is about safeguarding children. The theme 'what's in your pants belong only to you' will help convey that message to the students.

Marketing

Patana are receiving an award from Ministry of Education. The Award is for the efforts made by the school to reach beyond the school and community. There are 89 awards given in total and only 2 awards given to 2 schools in Bangkok, 1 to Patana and 1 to a Thai school. Khun Nong (Government Liaison Manager) will receive the award on behalf of the school.

Yearbooks are well underway and will be distributed on the last day of school. There will be a page dedicated to Cyberbullying written by Helen Thew.

Admissions

- Current student numbers total 2274.
- Waitlisted from Y6 upwards for 2018-19 entry.
- Withdrawal letter to be sent out again to parents
- IT have said it is possible to add the checked button on the online Admissions form for new parents. This will allow the PTG to access parents details if they agree to be contacted.

Action: Admissions to provide the PTG with confirmed date of completion of online form.

General Business

Royal wedding Celebrations - May 18th

On the 19th May, there will a Royal wedding in the UK. On Friday 18th May, the plan is to have some light entertainment in school, like Masterchef, the Great British Bake-Off etc. British bunting will be put up around the school to get into the spirit. The canteen will serve fish and chips and square cakes with British Flags on them.

Action: PTG will host something 'British' in the PTG room.

Meeting finished at 9.15am

Minutes written by Fiona Bertoli