

Cheung Chuk Shan College Alumni Foundation Fund  
Management Committee

*Minutes of the 6<sup>th</sup> Meeting*  
Held on Saturday, 27<sup>th</sup> July 2013  
In Geography Room, Cheung Chuk Shan College

**Members Present:**

Mr Hui Tin Fook, David (Chairman)  
Mr Co Yau Tik Dixon (Secretary)  
Mr Chan Chun Chung (Honorary Auditor)  
Mr Yuen Tze Lam, Joseph  
Mr Au Chun Keung  
Mr Tsoi Sze Yeung  
Miss Wong Ka Lo Victoria

**Honorary Advisors Present:**

Ms Poon Wai Yee, Yvette  
Ms Wong Chi Fong, Winnie

**In Attendance**

Mr Chan Hau Wing, Wilson  
Mr Kwok Chun Chai Johnny  
Miss Lam Shuk Kum Rosanna  
Mr Li Yi Lut  
Miss Yan Ming Yuk

**Members/Honorary Advisors Absent with Apology:**

Mr Leung Sau Chi  
Mr Cheung Kui Tong, Raymond  
Ms Fok Suk Han  
Mr Tsoi Sheung Kai  
Mr Chan Chuen Wing  
Mr Chung Yik Cheung, Raymond  
Mr Benny Koo  
Ms Ng Lai Chu, Wendy  
Mr Yung Terry

**Documents Laid on Table (Reproduced as Appendices)**

Agenda of Fifth Meeting	(Appendix 1)
Minutes of the Fourth Meeting	(Appendix 2)
Principal's Activities Report	(Appendix 3)
Financial Report	(Appendix 4)

**1. Welcome and Introduction from the Chair**

The Chairman welcomed and expressed his gratitude to all those present at the meeting of the Cheung Chuk Shan College Alumni Foundation Fund Management Committee (hereinafter the "Committee").

**2. Roll Call of Attendance and Apologies from Non-Attendance**

Roll call was taken. The Chairman welcomed representatives from the Students' Association and the Parent-Teacher Association of the College, Mr Wilson Chan and three alumni, namely Mr Kwok, Mr Li and Miss Yan.

**3. To Receive and Adopt the Agenda of the Meeting**

There being no objection, the agenda was received and adopted.

**4. To Confirm the Minutes of the Fifth Meeting held on 21<sup>st</sup> July 2012**

Ms Winnie Wong proposed and Ms Yvette Poon seconded the motion to confirm the amended Minutes of the Fifth Meeting. There being no objection, the motion was carried.

**5. To Discuss the Matters Arising**

**a. Website**

Mr Tsoi Sze Yeung reported that hyperlink to the Fund's website had been added to the website and Facebook page of the Old Students' Association. A donation form was prepared. The contact number was to be uploaded.

Mr Tsoi asked if there should be an email address dedicated to the Fund. It was suggested by members of the Committee that if there is any intended donation, the intended donor can contact the College and Miss Nancy Hui of the College Office would be the contact person.

Photos would be uploaded to the website and members' list would be updated.

**b. Re-organisation of the OSA**

Mr Tsoi Sze Yeung reported that after September 2013, there will be an election of executive committee. There has been no new candidate running for the election.

The Chairman asked the old teachers to assist. He hoped that the new committee would consist of alumni of different ages.

Mr Tsoi Sze Yeung expressed his hope that more alumni would provide support to the OSA, particularly when activities for the celebration of the 45<sup>th</sup> Anniversary were coming.

**c. Communication between the Fund and the OSA**

The Chairman reported that the usual tea gathering continued and went well.

**d. Communication with the Alumni School Manager**

Mr Raymond Chung was the Alumni School Manager and there was no problem in the communication as Mr Chung was also a member of the Fund Committee.

**6. To Receive and Adopt the Activities Report for the Year (2012 – 2013) of the Principal, Mr. Yuen Tze Lam, Joseph**

Mr. Joseph Yuen presented to the Committee the Activities Report for the year (2012 – 2013) and the details were as follows:

**a. CCSC Alumni Foundation Fund Outstanding Service Award**

In 2011/12, Siu Wing Tung (S4D), Li Ka Wa (S5A), Chan Tai Yin (S5B), Chan Natalie Lai Yee (S5C) and Shum Lok Ting (S5C) received the award and were each given a book coupon of \$400, to be presented in 2012/13 school year.

In 2012/13, Wong Chiu Kuen Antony (S4D), Wong Yi Lok Trinity (S5D), Yeung Sau Lan (S5D), Ng Jenny Cho Yee (S5E) and Wong Yuet Yi (S5E) received the award and would each be given a book coupon of \$400, to be presented in the coming School Assembly for Christmas celebration.

**b. CCSC Alumni Foundation Fund Commendable Service Award**

In 2011/12, Wong Chiu Kuen (S3E), Ng Hiu Yan (S4B), Yeung Sau Lan (S4D), Ng Jenny Cho Yee (S4E) and Hui Ka Po (S5E) received the award and were each given a book coupon of \$200.

In 2012/13, Liu Chun Wing Vincent (S4A), Yeung Kwai Yu (S4A), Wong Lai Yan Ida (S4B), Yip Hung Mui (S4B) and Fung Tsz Ching Kary (S4C) received the award and would each be given a book coupon of \$200, to be presented in the coming School Assembly for Christmas celebration.

**c. CCSC SAGE Elder Academy**

The Elder Academy Student Team promoted the activities of the Academy at the Fun Fair held from 11<sup>th</sup> to 12<sup>th</sup> October 2012. \$220.80 was used as subsidy for display board decoration.

13 S1 – S5 students visited the Hong Kong Society for the Aged Eastern District Elderly Community Centre (香港耆康老人福利會東區長者地區中心) and played games with about 20 elders on 11<sup>th</sup> May 2013. \$386.60 was used as subsidy for game materials.

**d. Service Learning Trip to China**

17 students from S4 and S5, led by teachers – Mr Tong Ling Poon, Mr So Kin Ming and Miss Yip Sau Fan – would visit Yan Bei (岩背) in Guangdong from 11<sup>th</sup> – 16<sup>th</sup> August 2013 to teach the local primary school students English language. \$5,000 from the Fund would be used as subsidy for the trip.

**e. Community Services**

At the Fun Fair from 22<sup>nd</sup> – 23<sup>rd</sup> September 2012, the Community Services Student Team promoted their activities to the whole College. \$82.50 from the Fund was used for display board decoration.

An integration programme was jointly organised by the College and the Mental Health Resource Centre, Community & Patient Resource Department, Pamela Youde Nethersole Eastern Hospital (東區尤德夫人那打素醫院社區及病人資源部精神健康資源中心). 35 S3 - S5 students participated with people with mental illness from October 2012 to March 2013. There were 2 training sessions and 5 gatherings at hospital during the period. There were ice-breaking games, Christmas celebration, Lunar New Year celebration and cooking activities during the gatherings. \$1,100.90 was used as subsidy for activity materials.

About 20 S1 – S5 students would participate in the Fun Days for the Children of Down Syndrome to be held on 28<sup>th</sup> July and 4<sup>th</sup> August 2013 organised by the Hong Kong Down Syndrome Association (香港唐氏綜合症協會). The amount of subsidy depended on the actual expenditure.

**f. Red Cross Youth Team**

The Red Cross Youth Team of the College participated in various competitions organised by the Red Cross. The results were as follows:

Competition	Result
Red Cross Outstanding Youth Team Competition	Hong Kong Island Overall Champion and North Point Champion
First Aid Competition (Hong Kong Island)	Hong Kong Island Champion and Overall 1 <sup>st</sup> Runner-up
First Aid Competition (North Point District)	Champion, 1 <sup>st</sup> Runner-up and Best Leader Award
Nursing Competition (North Point District)	Champion
Service Theme Project Competition	Champion

\$2,000 from the Fund would be used as subsidy for the enrolment registration to be held on 10<sup>th</sup> August 2013.

Mr Yuen explained that the Red Cross Youth Team of the College had been the Overall Champion in the Red Cross Outstanding Youth Team Competition for three consecutive years and the trophy could be kept by the College permanently.

**g. Moral Education Talks**

A sex education talk on AIDS was held for S4 students on 2<sup>nd</sup> July 2013. \$2,700 was used as subsidy.

**h. Drama Festival and History Role Play Competition**

In the Hong Kong Schools Drama Festival 2012/13, S1 – S5 students of the College staged a play “留·夏”, winning 3 awards, namely

Outstanding Cooperation Award, Outstanding Stage Effect Award and Outstanding Performer Award.

The History Role Play Competition was held on 8<sup>th</sup> July 2013. \$2,072.90 was used as subsidy for costumes and prizes.

**i. Dramas with Moral Values**

6 S4 and S6 students watched the play “和媽媽中國漫遊” by 糊塗戲班. \$180 was used as subsidy.

15 S5 and S6 students watched the play “Romeo and Juliet” by Joint School Drama Production. \$450 was used as subsidy.

**j. DVDs of Great Films for Library**

Corresponding novels of popular films were purchased by the Library. They are:

Life of Pi  
Lord of the Flies  
I am Number Four (Tie-in)  
The Power of Six  
Essential Modern Classics - The Hobbit  
Snow White and the Huntsman  
City of Lost Souls

\$684.80 was used as subsidy.

**k. Star of CCSC Award**

In 2011/12, Liu Chun Wing of S3B represented Hong Kong in the 2012 IMC International Mathematics Contest to be held in Singapore in August 2012.

Po Ting Jun (S5B) represented Hong Kong in the Under 25 Boys Category of the 9<sup>th</sup> Asian Lawn Bowls Championship held in Kuala Lumpur, Malaysia in April 2012.

\$1,000.00 was used as subsidy.

There was no nomination for the year 2012/13.

**l. Respect Our Teachers Campaign**

\$414.60 from the Fund was used as subsidy for the campaign, including buying small gifts and snacks for teachers.

**m. Extra-curricular Activities Participation for Disadvantaged Students**

Financially disadvantaged students' participation in extra-curricular activities was fully subsidised by the Jockey Club Life-wide Learning Fund and the Community Care Fund. Hence, subsidy by the Fund was not needed.

**n. English Ambassador Award**

\$2,345.30 from the Fund was used as subsidy for gifts to 48 English Ambassadors.

**o. English Language Learning Projects**

An "I Speak in English" Award Scheme was conducted for S1 to S3 students. S1A was awarded the Grand Class Prize. \$593.50 was used as subsidy for the prize.

23 students in S4 and S5 were given Star Awards and were each given a book coupon of \$50 for the purchase of English books at the School Book Fair. \$1,150 was used as subsidy.

**p. Chinese Interest Class**

\$4,000 from the Fund was used to subsidise 10 S1 to S3 students receiving CSSA or full fee remission for Chinese Interest Class.

**q. Chinese Language Learning Projects**

2 Chinese essay writing classes "上環文學寫生" and "油塘三家村文學寫生" (each with about 10 students) were conducted on 25<sup>th</sup> June and 13<sup>th</sup> July 2013 respectively. The amount of subsidy depended on the actual expenditure.

Ms Winnie Wong proposed and Mr Tsoi Sze Yeung seconded the motion to approve and adopt the Activities Report for the year (2012 – 2013) of the Principal, Mr. Yuen Tze Lam, Joseph. There being no objection, the motion was carried.

**7. To Receive and Adopt the Financial Report of the CCSC Alumni Foundation Fund (2012 – 2013) of the Treasurer**

The Chairman expressed his gratitude to Mr Chan Chuen Wing, Miss Winnie Wong and Mr Tsoi Sheung Kai for their donation. He also thanked Mr Joseph Yuen for taking care of the finance.

Mr Yuen explained that overall, the Fund spent about 59% of the budgeted expenditure. There were expenses yet to be spent. Further the College received 3 grants from the Jockey Club and the Government and the Fund did not need to subsidise the extra-curricular activities.

Mr Wilson Chan proposed and Ms Yvette Poon seconded the motion to receive and adopt the financial report of the CCSC Alumni Foundation Fund (2012 – 2013) of the Treasurer. There being no objection, the motion was carried.

**8. To Discuss the Activities to be Organised in the Coming Year**

Mr Yuen proposed to repeat the year plan of the previous year because all parties would be busy for the preparation of the 45<sup>th</sup> Anniversary celebration. It was agreed by all.

**9. To Discuss the Allocation, Management and Administration of the Fund for the Coming Year (2013 – 2014)**

Mr Yuen proposed the budget to be as follows:

CCSC Alumni Foundation Fund Outstanding Service Award	2,000
CCSC Alumni Foundation Fund Commendable Service Award	1,000
CCSC SAGE Elder Academy	1,000
Service Learning Trip to China	5,000
Subsidies for Community Services Team	2,000
Subsidies for Red Cross Youth Team	2,000
Talks for Moral Education, History and Democracy	3,000
Annual Drama Subsidies	1,000
History Role-play Competition	2,000
Subsidizing Drama Tickets for Dramas with Moral Values	2,500
Purchase of Library Books on Great Films	1,000
Star of CCSC Award	500
Respect Teachers Campaign	500
Subsidizing Disadvantaged Students in ECA Participation	5,000
Outstanding English Ambassador Award	2,000
Chinese Interest Class Subsidies	4,000
Chinese Language Learning Projects	2,500
English Speaking Promotion Projects	3,000
Investment in Entrepreneur Projects	40,000
<u>Total</u>	<u>80,000</u>

Compared to the previous year:

- (1) the budget for talks was reduced by \$1,000 as the College has other resources such as government subsidies for talks;
- (2) subsidies for drama tickets was reduced by \$1,000;
- (3) the budget for Respect Our Teachers activities was reduced to \$500 as there is no need for a big sum of money for the students to show respect;
- (4) there was an increase in subsidies for English Speaking Promotion projects; and
- (5) there was a provision for the Entrepreneur Projects.

In addition, the Chairman suggested and the members agreed that \$1,000 be spared for Mr Johnny Kwok to purchase books to be included in the Library's collection. It was agreed by all.

Mr Li suggested that activities be held in conjunction with the new book purchase by Mr Kwok. Mr Yuen suggested that there could be a session in an Assembly for Mr Kwok to introduce the books.

Mr Dixon Co suggested that there could be activities to promote the English reading habit of students and to cultivate their interest in English Literature. Miss Winnie Wong shared her experience that English Literature as an academic subject had been considered too difficult by and had been unpopular among students. It was agreed that it should not be promoted as an academic

subject. Members of the Fund Committee may explore whether there are any activities for the promotion of English Literature and if so, there can be appropriate subsidies for such activities.

Miss Lam conveyed the message of Mrs Ng, teacher in charge of the drama ticket subsidy that it was difficult to identify whether a particular drama promotes moral values. There are dramas which are worth watching even though they may not be directly promoting moral values. It was suggested that the condition of moral value be removed and the College be allowed to decide which dramas and/or movies are beneficial to students. It was agreed by all.

Miss Poon suggested that activities be held to make the College greener by introducing more plants. It was agreed by all.

Miss Winnie Wong proposed and Miss Poon seconded the motion to adopt the budget for the year 2013 – 2014. There being no objection, the motion was carried.

- 10. To discuss the Appointment of Advisor of the CCSC Alumni Foundation Fund Management Committee, namely Mr Joseph Yuen Tze Lam**  
Mr Joseph Yuen would retire from his office as the Principal of the College. The Committee thanked Mr Yuen for his contribution.

Ms Yan proposed and Mr Wilson Chan seconded the motion to appoint Mr Joseph Yuen Tze Lam as the Honorary Advisor of the CCSC Alumni Foundation Fund Management Committee. There being no objection, the motion was carried.

- 11. To discuss the structure of CCSC Alumni Foundation Fund Management Committee**

Miss Lam, the new Vice Principal, is invited to join the Committee as a member. Invitation was also extended to Mr HB Ng, Miss Mok and Mr Mark, all current teachers of the College.

Invitation was also extended to Mr Wong, who is a current teacher now in charge of moral and civic education and an Alumnus of the College.

Mr Wilson Chan would be a member of the Committee by virtue of his office as the Chairman of the PTA.

Miss Yan Ming Yuk and Mr Johnny Kwok, both alumni of the College, were invited as members of the Committee.

- 12. Any Other Business**

There was no other business.

- 13. Date, Time and Venue of Next Meeting**

The next meeting would be held on a Saturday afternoon in late July 2014 on a date to be announced.



**14. Adjournment of the Meeting**

The meeting was adjourned at 4:45 pm.

**Respectfully submitted by,**



Mr Dixon Co  
Secretary, CCSC Alumni Foundation Fund Management Committee

**Approved by,**



Mr. HUI Tin Fook, David  
Chairman, CCSC Alumni Foundation Fund Management Committee