



**MINUTES OF GENERAL PARENT MEETING  
OF SRI LANKAN SCHOOL MUSCAT**

**Held on 7<sup>th</sup> January 2014 commencing at 8.20 p.m. at the SRI LANKAN SCHOOL MUSCAT**

**Present:**

Following Members of the out-going Board of Directors ( 2012-13)

**Mr. Lalith Kumara (LK)**

**Mr. Ratnasiri Jayasinghe (RJ)**

**Mr. Wasantha De Zoysa (WZ)**

**Mr. Duleep Rajapakshe (DR)**

**Mr. Somabandhu Kodikara (PR)**

**Mr. Palitha Premasiri (PP)**

**Mr. Neville Kospolage (NK)**

**Mr. Gamini Jayalath Perera (GP)**

In Addition Following Members of the newly appointed Board of Directors ( 2014-15)

**Mr Sarath Bandara ( SB)**

**Prof. Sarath Kodithueakku ( SK)**

**Mr Yasanga Dewage (YD)**

**Mr Kumara Kandamarachchi (KK)**

**Mr Dimuthu Udugampola ( DU)**

**Mr Jayantha Kumara ( JK)**

**Mr Sirimal Jayakodi ( SJ)**

**A total of 57 Parents attended for the meeting**

#	Details	Action By	Date
1			
	Meeting was held as the constitutional First GPM of the Academic year 2013-14. The GPM which was initially scheduled to be held on 15 <sup>th</sup> December 2013, has been postponed due to non-compliance to the constitutional requirement of the approval of the Ministry of Education (MoE).		
1.1	Principal, Mr Somabandu Kodikara chaired the meeting as per the guideline given by the MoE.  The Chairman and the Principal have contacted the Ministry officials seeking advice for official approval to conduct the GPM which is held after the tenure of the BoD.  MoE has agreed to conduct the meeting without the presence of their representatives and have requested to submit the Minutes of Meetings for their records. The Ministry has given in writing following guidelines;  <ol style="list-style-type: none"><li>1. Cancel the previously scheduled meeting and grant approval to conduct the GPM on 7<sup>th</sup> January</li><li>2. MoE has instructed that the members of the outgoing BoD as well as the newly appointed members should attend the meeting.</li></ol>		

		<p>3. Meeting to be chaired by the Principal</p> <p>4. Current BoD should attend routine duties until the office bearers of new BoD are appointed.</p>		
2		<b><u>CHAIRMAN'S REPORT</u></b>		
		<p>Welcoming the newly appointed members of BoD, Honorary Chairman Mr Lalith Kumara(LK) reminded that he completes 2 years of service as the Chairman of BoD on 7<sup>th</sup> January.</p> <p>He explained that during his tenure all efforts have been made to achieve excellence in 3 fronts, namely Academic, Finance and Administration, together with the help of Principal and Parents.</p> <p>He thanked the previous board under the chairmanship of Mr Sarath Bandara, for introducing many changes in all fronts of the school developments.</p> <p>Also mentioned that the BoD managed to find replacements for all vacancies before the beginning of academic year 2013-14.</p> <p>Many efforts and many steps have been taken for the staff welfare. Increasing staff facilities, allocation of funds for staff training and welfare, and increasing staff salaries were some of the actions taken.</p> <p>In terms of Finances, the BoD has introduced many procedures and systems to curtail the expenditure within budget allocations. Ensuring maximum return to the stakeholders.</p> <p>In February 2012 the school has experienced high cumulative deficits. But during the tenure , the outgoing BoD has been able to raise over 120,000/ = Omani Rials. Paving way to bringing down the cumulative losses.</p> <p>In terms of Administration and Developments, LK mentioned about success in fulfilling Human Resources requirements by recruiting adequate number of teaching staff , preparation of Duty lists, Optimization of use of available space and facilities by converting some of the apartments within school building to class rooms, Development of school Auditorium with new Audio Visual system, Development of School Backyard and the development proposals for the front yard as well.</p> <p>He concluded with note of appreciation to all who were behind assisting and helping to make all the events and activities successful.</p>		
3		<b>MINUTES OF MEETING- GPM HELD ON 7<sup>TH</sup> Jan 2014</b>		
		<p>Honorary Secretary Mr Ratansiri Jayasinghe read the Minutes of the Previous General Parent's Meeting held on 05<sup>th</sup> June 2013.</p> <p>Mr Ajantha Madurapperuma pointed out that the minute on Principal's report should include about Principal detailing about the Business Initiative Directives Award.</p> <p>Dr Younus Lebbe pointed out that it should be noted about his request for a detailed breakdown of income of school fees based on classes from FS1 to AL.</p> <p>Subjected to the above corrections, Mr Bandula Perera proposed and Mr Pavan Wickramaratne seconded the ratification of the Minutes of Meeting.</p>		

4	<b>PRINCIPAL'S REPORT</b>		
4.1	Principal, Mr Somabandu Kodikara, mentioned that he had presented a detailed report on academic status of the school at the Awards Day. Therefore only a summary of academic related works was presented to the GPM		
4.2	<p>A summary of IGCSE/ AS /AL 2013 results was presented to parents with highlights of achievements of excellence</p> <p>PR presented highlights of results achieved by students in Australian Maths Competition (AMC) . But he mentioned that the number of student participation was limited and school will make efforts to encourage more students to take part.</p> <p>Reporting about the changes introduced by UK examining authorities to the AS &amp; AL examinations, PR explained about newly introduced Ofqual GCE and IAL, the unit based and linear examinations. Abolition of Examinations in January, introduction of practical tests/course works as part of examination, especially for science subjects in Ofqual GCE A/L were explained. The School has to make a very careful decision on the teaching program to be adopted in the future.</p> <p>BoD invited Academic Advisory council to make recommendations. Finally the decision was to adopt Ofqual Examination at the earliest.</p>	PR/school	
4.3	<p>Sports Festival</p> <p>PR thanked the Staff members, board of Directors, Parent committee and all Parents and Wellwishers who helped to make BT, TT, BB and IHAM a success. Grand Finale of Award Ceremony had to be postponed due to bad weather experienced on 21<sup>st</sup> November 2014. He suggested that it should be taken as a blessing in disguise and giving an opportunity to celebrate it coinciding with the Silver Jubilee day.</p>		
4.4	<p>PR expressed his gratitude on behalf of the school, to the outgoing Board of Directors.</p> <p>Chairman , Mr Lalith Kumara, for his dedication , untiring efforts and dedication.</p> <p>Mr Palitha Premasiri for his contribution to the successful completion of many of the ISD works.</p> <p>Mr Dulip Rajapaksa for his service as the Director in charge of IT</p> <p>Former Treasurer, Mr Ajantha Madurapperuma for his vision and contribution and Hony Treasurer Mr Wasantha Zoysa for bringing back the lost vitality</p> <p>PR mentioned that we have reached the end part of the Silver Jubilee celebrations and concluded requesting all to join the journey to make SLSM, the best school in the world.</p>		
5	<b><u>TREASURERS' REPORT</u></b>		
	<p>Hony Treasurer, Mr Wasantha Zoysa explained how he joined BoD , recalled the names of all the BoD members during his tenure and thanked all of them.</p> <p>Also thanked the members who joined the BoD during intermediate period for the continuity of School.</p>		

	<p>Presentation of school Finances was began with introduction of definitions of few basic accounting terms.</p> <p>Then he presented the summary of accounts for last 7 years, establishing a picture on school finances. WZ thanked FC. Mrs Priya for making it possible for presenting Audited accounts for the GPM.</p> <p>Highlights of the accounts indicated that the Fund raising has enabled to exceed the budget income and to reduce the cumulative losses over RO 75,000 to RO 39,651.</p> <p>Then Hony Treasurer presented the Budget proposals for approved by the BoD for the academic Year 2013-2014.</p> <p>High lights of the budget proposals were as follows.</p> <p>Student number to be maintained at 1110 nos.  Staff number to 79 nos. including allocations for 7 nos new positions to be filled.  Tuition Fees increased approx. 5%  Staff Salaries are raised by approx. 12% in varying amounts in KS structure  Increase Telephone allowance for the staff from OR 3-to OR 5 /=  Limit the fee rebate given for 2<sup>nd</sup> child onwards to OR 5/= per child only  Projected reduction of Cumulative Losses to RO 20,955/=</p> <p>A number of Parents raised questions and presented their opinions.  Dr Yonus Lebbe;</p> <ol style="list-style-type: none"> <li>1. Requested Clarifications on reasons for drastic losses in 2010.  WZ replied as the 15% increase in Staff nubere</li> <li>2. Staff related expenses has been drastically increased in from 2011 ( RO 269.374/=) to 2012 ( RO 446,521/=)  LK &amp; WZ explained that due to the changing of financial year , 2011 had on only 8 months to account.  Mr Ajantha Madurapperma pointed out that 10% Salary increase also has been granted during the same period</li> <li>3. Why should RO 5000/= be allocated for bad debts</li> </ol> <p>Mr Alloy Gomez;</p> <ol style="list-style-type: none"> <li>1. Questioned why the amount of refundable Deposits has come down when the student numbers have gone up ?</li> <li>2. Lab consumables and PE Kits are accounted together ( WZ promised to provide details)</li> <li>3. Outstanding Fee Receivables</li> <li>4. Status of OR 5000/= paid for SoL</li> </ol> <p>Mr Ajantha Madurapperuma;</p> <p>Reconciled Refundable deposit had reached a surplus of OR 5000/= and it has been added to miscellaneous income. AM mentioned that as per constitution, use of Refundable deposit should be decided by simple majority of Parents approval</p> <p>He made a lengthy explanation on how financial Management of the school should be done and the number of measures introduced under his tenure as the treasurer.</p>	treasurer	
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	<p>Dr Asif and Dr Nasleem;</p> <ol style="list-style-type: none"> <li>1. While appreciating the efforts , questioned why a fee increase is necessary when OR 35,000/= operating surplus is available</li> <li>2. Questioned about allocation of OR 3000/= for Internal Audit, while the possibility of appointing parents is available.</li> <li>3. Requested to adopt strict measures to cut down the other expenses and study the possibility of reverting the decision to fee increase</li> </ol> <p>Mr Bandula Perera,</p> <p>Clarifying the problems in engaging parents to do internal audit , he expressed in his opinion the amount allocated is not sufficient to get a professional service.</p> <p>Mr Dilan Perera,</p> <p>Requested clarifications and details of fee out standing over 180 days</p>	Treasurer	
6	<b><u>Any Other Matters</u></b>		
6.1	Mr Bandula Perera, thanked saying 'hats-off' to the few members who came forward to serve the school for the interim period from June 2013 to Jan 2014.		
6.2	Parents complained that the winter jackets, PE Kits and Books are not ordered in adequate quantities. Not available when needed.		
6.3	<p>Speeches from the Outgoing Members of the Board</p> <p><u>Mr Lalith Kumara</u></p> <p>Thanked the founders of the school for their vision and courage to create this facility which allows many of us to live in Oman with their families.</p> <p>LK extended gratitude and appreciation for the help and supports given various forms during his tenure as the Chairman of BoD,SLSM</p> <ul style="list-style-type: none"> <li>- His Majesty Sultan Qaboos Bin Said</li> <li>- Officials of the Ministry of Education</li> <li>- H.E.The Ambassador of Sri Lanka to the Sultante of Oman</li> <li>- All the members of the current BoD</li> <li>- Members of the Previous Board</li> </ul> <p>Mr Altaf Ali, Mr Ruknil, Mr Chaminda Munasinghe, Mr Ajantha Madurapperuma, Mr Suranga Perera, Mr Dunstan SisiraKumara, Mr Ravi Gunawardane and Mr Haleem</p> <ul style="list-style-type: none"> <li>- Members of the Parent Committees in year 2011-12 headed by Mr Dudley Senanayake &amp; Mr Bandula Perera, PC 2012-13 headed by Mr Lal Gunasekara and Mr Nadishka Senaratne and PC 2013-14 headed by Mr Vajira</li> </ul>		

		<p>Kasthurarachchi and Mr Nadishka.</p> <ul style="list-style-type: none"> <li>- Members of the Academic Advisory Council, Prof Kotagama and Prof Sarath Kodithuwakku.</li> <li>- Members of Staff , especially to FC Mrs Priya Wickramasinghe and Mr Harrison</li> <li>- Mr Sarath Lalsiri, President SLCS and his team</li> <li>- Mr Vajira, Mr Mahesh, Mr Bandula and Mr Harsha for the moral support during difficult and the most stressful periods.</li> <li>- Mr Ananda Fernando, Mr Mervin Fernando, Mr Anslem Perera, Mr Dhammika Lamahewa for the guidance and Financial support</li> <li>- Mr P.A.Sunil, Mr Wasantha Senanayake, Ruwan Rodrigo, Mr Rangajeewa Perera, Mr Lal Gunasekara, Mr Dewage, Mr Basnayake, Mr Bandula Perera. Mr Kurukulasuriya, Mr Inthikaf.</li> <li>- And Wife Mrs Champa and 2 children for the sacrifices made.</li> </ul> <p>Finally he thanked the principal Mr Kodikara and apologize if any inconveniences and hard feelings caused during expression of differences of opinions.</p> <p>Mr Dulip Rajapaksa, Mr Palitha Premsiri and Mr Wasantha Zoysa expressed their wishes to join the appreciation made by the Chairman Mr LK. PP quoted from his daughter's personal statement prepared for university applications naming ' SLSM as the Best Performing Sri Lankan School outside the island'.</p>		
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Secretary

Chairman

Date:

Date: