



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

Held on 29th May 2014 commencing at 8.30 p.m. at the SRI LANKAN SCHOOL MUSCAT

Present:

The Board of Directors consist of:

- Mr. Ratnasiri Jayasinghe (RJ)
- Mr. Somabandhu Kodikara (PR)
- Mr. Yasanga Dewage (YD)
- Mr. Kumara Kandanarachchi (KK)
- Mr. Gamini Jayalath Perera (GP)
- Mr. Jayantha Kumara (JK)
- Prof. Sarath Kodithueakku (SK)
- Mr. Dimuthu Udugampola (DU)
- Mr. Sirimal Jayakodi (SJ)

Excused:

- Mr. Sarath Bandara (SB)

The total number of Parents attended was 54.

#		Details	Action By	Date
1				
	1.1	The 2 nd GPM of the Academic year 2013-14 was held with the consent of the Ministry of Education (MoE) and commenced at 8.30 PM at the SLSM auditorium. MoE has advised SLSM to hold the meeting without the presence of their representatives, but has requested to submit the Minutes of Meetings for their records.		
	1.2	Honorary Chairman Mr. Ratnasiri Jayasingha (RJ) chaired the meeting and welcomed the attendees.		
2		MINUTES OF THE PREVIOUS GPM DATED 7TH JANUARY 2014		
	2.1	The Chairman invited the Honorary Secretary, Mr. Yasanga Dewage (YD) to present the Minutes of the previous General Parent's Meeting held on 7 th January 2014 for the purpose of ratification.		
	2.2	YD read the aforesaid Minutes and RJ requested attendees to express/provide comments, amendments, if any.		
	2.3	Mr. Ajantha Madurapperuma (AM) whilst appreciating posting of Minutes in the school website, requested to amend the first paragraph in page 4 to read as follows: <i>"Observed that as per the financials, reconciled refundable deposit surplus of approximately RO 5,000/= had been added to income. AM mentioned that as per the Constitution, use of Refundable deposits should be decided by simple majority of Parents for approval and also that the accounts had not made a disclosure of the transfer to income."</i>	YD	

	<p>Also AM requested to extend the last paragraph in page 4 from its last word Treasurer to read as “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 <i>and requested to ensure calling for three quotations above the threshold limit and that internal audit should be in place. Principal stated that he could confirm that three quotations are being called once, twice and thrice.</i>”</p> <p>AM further stated that the phrase “Business Initiatives Directives” should be corrected to read as “Business initiatives Directions”.</p>		
2.4	Mr. Lalith Kumara (LK) appreciated the efforts taken to provide the Minutes of the previous GPM in a very elaborative manner and stated that the explanation given by Mr. Somabandhu Kodikara (PR) with regard to the standard procedure of obtaining a minimum of three quotations for the work, which was vouched by one of the ex-Treasurers, Mr. Aloy Gomez, who was present in the previous GPM (upon PR’s request), was also not recorded in the previous Minutes. LK requested to incorporate the same in the Minutes.	YD	
2.5	Dr. Yoonus Lebbe Anpudeen (YLA) requested to add the following statement in page 4 under the questions raised by him: <i>“the school should look into the ways of utilising professional expertise of the parents for works in the school”</i>	YD	
2.6	Subject to the above amendments, Mr. Dulip Rajapaksha proposed and YLA seconded the Minutes and adopted.		
3	<u>CHAIRMAN’S REPORT</u>		
3.1	Mr. Ratnasiri Jayasingha (RJ) presented the Chairman’s report, the content is mainly as follows:		
3.2	RJ thanked all who have volunteered to provide their expertise in many ways during 5 months of his tenure and presented the progress under five headings as follows: a) Academic b) Events c) Finance d) Administration e) Infrastructure Development and Maintenance		
3.3	The details of Academic were mainly as follows:		
3.3.1	The major developments have been taking place under ICT and the school has obtained the centre status for DIGI ICT programme of NCC, UK. The school will switch from the present Gateway ICT programme to DiGi Suite (ICT) programmes up to grade 9 (KS3) from next Academic Year.		
3.3.2	A practical solution shall be proposed in the near future to alleviate the disparity in calculation of average marks between students of Sinhala/Tamil/Urdu and Non-STU.		
3.3.3	The academic programme of the school has been continuing in a gentle and steady pace with no major setbacks.		
3.4	The details of Events were mainly as follows:		
3.4.1	The following activities were completed during the last year: <ul style="list-style-type: none"> • Inter House Badminton • Inter House Table Tennis • Inter House Basket Ball • Inter School Basket Ball 		

3.4.2	<p>The school celebrated the Silver Jubilee at the beginning of this year and the following events were completed in this year:</p> <ul style="list-style-type: none"> • Inter House Athletic Meet • Art Camp • Art Exhibition and the Fun day • Grand Celebration of Silver Jubilee • Teachers Day/ Children's day • Language Day Competitions • Inter House Quiz • Inter House Drama Festival • Kids Concert • Kid 's Sport Event • Thinking Day • Cubs Scout Investiture Ceremony <p>The school will publish the Silver Jubilee Year Book too in this year.</p>		
3.4.3	RJ expressed his gratitude to the Principal, deputy Principal, Staff members, parents, particularly the Parent committee, well-wishers, sponsors, who have contributed in numerous ways for the success of the aforesaid events.		
3.5	The details of Finance were mainly as follows:		
3.5.1	The Policies were made for Staff salary advances, Staff loans, Staff leave on emergency, Housing Allowance for Staff, Replacement of Utensils, Air fare/Air Ticket entitlements for Summer Vacation, etc.		
3.5.2	The measures have been taken for recovering of outstanding fees and school will be implementing a strict action plan in this connection from the next academic year.		
3.5.3	The previous BoD, under the leadership of Mr Lalith Kumara, has implemented a very successful fund raising campaign in the last year. As, the IHAM is scheduled to be held at the beginning of next academic year, the fund raising for IHAM in this year will commenced immediately after summer holidays. RJ appealed to all attendees to actively take part and extend their support in this connection.		
3.5.4	<p>RJ expressed his gratitude to the Donors, who have organised/granted the following donations to the school this year:</p> <ul style="list-style-type: none"> • A group of parents coordinated by Mr. Riaz Musthafa, Mr. Fahir and Mr. Nasruddin donated 20 Nos. and 6 Nos. of chairs for the Staff room and the Principal's office, respectively. • Mr. Mahesh Chandrasiri coordinated the donation of a 32" TV to Year 4R classroom. • M/s Shan Nagardas has sponsored for a Telescope to Astronomy Club/ Physics laboratory. • Mr Upali Marasinghe of Al Turki Enterprises provided a temporary Generator for the final ICT final examination day. 		
3.6	The details of Administration were mainly as follows:		
3.6.1	The school managed to obtain the formal approval for the Omanization plan and the school managed to complete the required Omanization level with the appointment of an Administration Clerk recently.		
3.6.2	The interviews for new recruits were held in Colombo and Muscat. The contracts of two teachers, who complete their contract periods by the end of this academic year, will not be extended for very valid reasons.		
3.6.3	A meeting between BOD and staff was scheduled to be held at Al Falaj hotel with a view to provide an opportunity for the staff members to express their views on management policies and/or others matters, if any.		
3.6.4	The school and Gateway College in Sri Lanka have formally agreed to cancel the MOU signed between the two entities with effect from 2 nd July 2014, as that was inactive for a quite a long period.		

	3.6.5	The school has obtained legal advice to conclude non-functional SoL system and was in the final stages of communications with its provider, Gateway College in order to discard the same.		
	3.6.6	Toastmaster club for teachers will be formed with a view to enhance the communication skills of teachers, as that would eventually benefit students too.		
	3.6.7	Training program for Girl Guiding will be held during summer vacation in Sri Lanka.		
	3.6.8	Training sessions for new DIGI ICT program will be commenced immediately after the appointment of new staff and NCC has agreed for their fullest corporation to training teachers to avoid any adverse effect due to introduction of new ICT programme.		
	3.7	The details of Infrastructure Developments and Maintenance were mainly as follows:		
	3.7.1	Annual A/C Maintenance Contract has been awarded to OTE. 10 No. ACs will be replaced in the 1 st phase under the programme of replacement of defective ACs.		
	3.7.2	The Landlord has agreed to replace the package units in the main hall.		
	3.7.3	The Basketball Court will be widened/expanded in line with the sizes recommended by the international standards and be resurfaced with appropriate coating/surfacing system. 3 Nos. of new running tracks and a long-jump pit will be made adjacent to the BB court.		
	3.7.4	Gate House will be altered in a user friendly manner and new sports room will be constructed. Although the work will generally be executed through a contractor appointed by the school, the option of getting this work through the landlord, as part of his capital investment, will also be looked into.		
	3.7.5	IT system of the school will be upgraded and works are underway to install prompt school management software in order to facilitate effective networking server that centrally store information to enhance the efficiency of administrative tasks in the school.		
	3.7.6	A proposal for new fresh air ventilation system has been prepared. The ducted exhausted system has been fixed in all new toilets in the extended wing.		
	3.7.7	Development of 3 laboratories was postponed until finalisation of the requirements for the practical tests/assignments that are to be done by the students under new Ofqual GCE examination. However, priority shall be given for providing new safety valves for LPG system in the laboratories, which was one of the requirements communicated by PC.		
	3.7.8	The defective motor and railing system of the curtain in the main hall will be replaced.		
	3.7.9	Finally, RJ thanked the Principal, Academic and Non-Academic staff, PC and fellow Directors for their remarkable contribution and teamwork in executing all works in his tenure to date.		
4		PRINCIPAL'S REPORT		
	4.1	The Chairman invited the Principal, Mr. Somabandu Kodikara (PR), to present the Principal's report on academic affairs of the school.		
	4.2	<p>Whilst appreciating the positive developments that have taken place during the first six months of the incumbent Board, PR presented the report of academic affairs under the following headings:</p> <ul style="list-style-type: none"> a) Academic Matters b) Administrative Matters c) Co-curricular Activities d) Peripheral Services <p>PR stated that the school has just completed series of activities to commemorate the Silver Jubilee of the school.</p>		

4.3	The details of Academic Matters were mainly as follows:		
4.3.1	<p>ICT:</p> <p>The ICT teaching programme for Key Stages 1, 2 and 3 will be switched from Gateway ICT programme to DIGI Suite of ICT Teaching with effect from the Academic Year 2014/2015. The said programme has been developed and delivered by NCC Education (www.nccedu.com), United Kingdom and regulated by Ofqual (Office of Qualifications and Examination Regulation). NCC Education is a UK awarding body and is considered to be one of the largest ICT teaching organisations in the world. Ofqual is the statutory education authority in UK (www.ofqual.gov.uk), which is the highest body that regulates all aspects of the English National Curriculum (ENC).</p> <p>The DIGI Suite consists of three stages:</p> <p>DIGI Explorers in KS 1</p> <p>DIGI Navigators in KS 2</p> <p>DIGI Trail Blazers in KS 3</p> <p>The above courses are newly designed by NCC to cater to the vast changes that were introduced in the English National Curriculum in ICT by Ofqual from September 2012. PR requested Interested parents to search for 'Changes to the National Framework' in the web as well as NCC website for further details in those subjects.</p> <p>PR stated that final answer scripts of students (at the end of each DIGI Course) will be sent to NCC - UK for external paper marking and the students will receive authentic NCC certificates at the conclusion of each Key Stage. NCC certificates are highly recognised internationally and the new DIGI certificates too are expected to gain the same recognition.</p> <p>The fee for DIGI Suite ICT programme is expected to be very much less than that of presently charged by the school.</p> <p>NCC Education has already granted centre status to Sri Lankan School Muscat for conducting their courses.</p>		
4.3.2	<p>Changes to National Framework of Education:</p> <p>Ofqual has made changes to the National Framework in all key stages and parents have been informed earlier about the fundamental changes that took place in UK, in the education sector.</p> <p>The text books in Science that were introduced in September 2013 have been designed taking the above changes into account.</p> <p>The publishers of Abacus Mathematics books have come out with the new versions of books and the school has adopted the updated books from September 2014.</p> <p>PR stated that English text books used in the school may also get updated by its publisher by September 2015.</p>		
4.3.3	<p>Amendments to Advance Level Examinations:</p> <p>Ofqual has made far reaching changes to GCE Advanced Level examinations too. The most significant change is changing GCE Advanced Level examination from modular to a linear examination.</p> <p>The above change was done without a prior notice to the students or the schools. The students who had started their AL courses in September 2012, were the worst affected by the said change. However, as a measure of consolation, Edexcel has offered a new examination called, International Advanced Level, which continues to be a modular examination.</p>		

	<p>Under the above circumstances, the students, who were to take up their final A2 examination in May/June 2014, were compelled to switch from GCE AL, which was regulated by Ofqual, to IAL, which was regulated by Edexcel.</p> <p>However, PR stated that the Universities that were clamouring for tougher and rigorous evaluation in the examinations, declared that IAL would be recognised on par with GCE, for admission to their Universities. Therefore, the batch of students who were starting their AL classes in September 2013, the school provided a choice between GCE and IAL in the non-coursework subjects.</p> <p>PR further stated that discreet Sciences - Physics, Chemistry and Biology have an internally assessed coursework in GCE regulated by Ofqual, for which the school is not prepared at this stage, but the remaining subjects on the platter in Ofqual regulated GCE, continues to be externally assessed but linear.</p> <p>The school has also decided to cater to the more rigorous GCE when Edexcel launches the new curriculum in September 2015, thus there will not be a January session or an AS examination once implemented.</p>		
4.3.4	<p>Australian Mathematics Competition:</p> <p>The Mathematics Department will ensure that students will be sitting for Australian Mathematics Competition in this year too, thus it will be the fourth occasion of the school's participation in this competition. The number of students taking part has risen from 154 in 2013 to 230 in 2014.</p> <p>The Mathematics Department is conducting extra classes to familiarise the students with the type of assessment used at AMC, which is different from the Key Stage assessment mode.</p>		
4.4	The details of Administrative Matters were mainly as follows:		
4.4.1	<p>Review of Present Policies:</p> <p>PR stated that there have been complaints, dissatisfaction and loss of confidence in the minds of some parents in the appointment of student leaders, awarding of prizes and awarding of School Colours in the recent past. Although the school is aware of many grey areas in these documents that has resulted in the above dissatisfactions, the school does not accept any blame, as it had to follow the policies that were adopted by the Board of Directors. However, the Board of Directors has appointed three special committees, consisting of representatives of BOD, PC and staff for the purpose of amending the school policies for 1) Awarding Colours, 2) Awarding academic prizes, 3) Student Leadership Cultivation.</p> <p>The committee awarding colours has already submitted its final recommendation to the Board of Directors for ratification and the refined policy documents will be posted on the school website upon ratification by the BOD.</p>		
4.4.2	<p>Health, Nutrition, Safety and Cleanliness:</p> <p>The new HNSC Committee consisting of representatives of BOD, PC, staff and volunteers from parents has been formed for the purpose of 1) Enlighten the students on health and nutrition issues, 2) Ensure they develop good and healthy food habits, 3) Ensure the school canteen maintains professional standards in all above aspects, 4) Ensure preparedness of the school in fire safety issues.</p>		
4.4.3	<p>Text Books:</p> <p>The text books for the next academic year, except for a few titles that are in print, have been issued to the parents in May 2014. PR appreciated the works of the Deputy Principal, academic and administrative staff in this connection.</p>		

4.5	The details of Co-curricular Activities were mainly as follows:		
4.5.1	<p>Gavel and Toastmasters Clubs:</p> <p>A Gavel Club for students and a Toastmasters Club for teachers of SLSM will be inaugurated in the first week of June 2014 with a view to enhancing communication skills of the teachers and the students. 42 Nos. of students from Years 7 to 10 have joined the Gavel Club and 40 Nos. of teachers have joined the Toastmasters. The school may form a third club for the students of lower grades, but the decision will be dependent upon the success of these two clubs.</p> <p>Also the school intends to form a second Gavel Club for the students of Advanced Level classes in September 2014.</p>		
4.5.2	<p>Others:</p> <p>The ICT department organised a workshop on Robotics for the students of Years 3 to 10 in May 2014. Students were introduced to new technology in computing and artificial intelligence.</p> <p>The Guides Pack in collaboration with the astronomical society conducted a star gazing camp in the school in April 2014 through which students were shown different constellations and planetary positions through the newly acquired telescope.</p> <p>A workshop was conducted by the Student Leadership Cultivation department for the Junior Leaders in May 2014, which was based on Stephen Covey's seven habits of highly successful people.</p> <p>The investiture of new cubs took place in May 2014 giving 31 young boys the opportunity to join the international Scouting Movement.</p> <p>The investiture of 52 Butterflies will take place on Sunday 1st June 2014 and it is expected to be a landmark event since the Girl Guides movement, which was presently restricted to a few keen girls, is now opening up to the majority of the girls in the school. PR thanked the teachers in charge of Girl Guides and Scouts movements for their dedication.</p> <p>The school conducted its first Art Camp, for which students of all grades, teachers, non-academic staff and parents have participated.</p> <p>The school conducted an Art Exhibition which showcased the artistic talents of students of the whole school. This event which was highly acclaimed by all who witnessed it, was special since the paintings of all participants at the junior and senior art competitions were exhibited.</p> <p>One of the most spectacular events connected to the Silver Jubilee celebration was the Inter House Drama Festival, which depicted the heights achieved by the school in performing arts, although it is not a part of the core-curriculum.</p> <p>The Inter House Quiz competition was conducted in grand style to celebrate the Silver Jubilee of the school.</p> <p>The Inter House Debating Competition, the Language Day Celebration, the Teachers and Children's Day celebration, the Thinking Day celebration, Kiddies Sports Meet and the Primary Concert were conducted in celebration of the 25th Anniversary. Two students got selected for the finals in the Times of Oman Interschool Quiz.</p> <p>PR stated that Computer Whiz Kid Competition and the printing of the Silver Jubilee Year Book are the remaining items to be done in the long list of activities.</p>		
4.6	The details of Peripheral Services were mainly as follows:		
4.6.1	<p>PR stated that although the school has ventured into providing uniform PE kits and winter jackets to students in good faith and has performed these tasks in spite of the lack of manpower for the same, parents should be mindful about the fact that selling of text books, PE kits and winter jackets, is not the purpose of having teachers in a school. Whilst thanking the Deputy Principal and the academic staff, who have volunteered in these peripheral activities, PR stated appreciation from the parents would garner better support from teachers in such school activities.</p>		

4.6.2	PR concluded the report by thanking the Chairman including the Board of Directors and the Parents' Committee for the support extended to him and the school administration in running the school. PR further stated that the parents of the school stood up to justice and put their foot down when they felt the need for it, thus he wish to bow his head in admiration of the parents of the school for their valiant and spontaneous gesture of standing by the school in its hour of need.		
4.6.3	PR finally urged the parents to come forward and work together with the Board of Directors and the school with a view to achieve what the school is envisaging to achieve through full spectrum of development.		
5	<u>TREASURERS' REPORT</u>		
5.1	The Chairman invited the Hony Treasurer, Kumara Kandanarachchi (KK) to present the Treasurer's report on financial affairs of the school. KK presented the report under the following headings: a) Trends and Statistics b) Finance Related Matters c) Financial Statements up to April 2014 d) Budget Outline of 2014/15		
5.2	The following Trends and Statistics were presented:		
5.2.1	a) The student population from 2006 to April 2014. The student population, as of April 2014 was 1,094. b) The number of Teachers and Total Staff from 2006 to April 2014. As of April 2014, there were 75 staff members in total, out of which 58 members were teachers. c) Teacher- Students Ratio, i.e., students/teacher, from 2006 to April 2014. As of April 2014, the quotient was 18.9 students per teacher. d) No of Classes from 2011 to April 2014. As of April 2014, there were 40 classes. e) Average Students in Classes, i.e., students/class, from 2011 to April 2014. As of April 2014, the quotient was 27 students/class.		
5.3	The following Finance Related Matters were presented:		
5.3.1	a) The Fee revision introduced from January 2014. b) The IHAM sponsorships achieved a record amount of RO. 50,049/- (Receivable RO. 3,300) compared to the previous year amount of RO. 30,051/-. c) A substantial salary revision was made to staff in 2013/2014. d) The equipment for children's play area for the foundation students was provided at a cost of RO. 4,000/-. e) The main hall of the school was refurbished and equipped with sound and lighting systems at a cost of RO. 7,154/-. f) The school laboratories were upgraded with projectors and equipment at a cost of RO. 4,893/-. g) The Quarterly Accounts were published in website up to Feb 2014 (2 quarters). h) The staffing requirements of the accounting staff have been addressed. i) The policies related to staff were introduced/amended, as appropriate. j) A possibility for using a suitable accounting software being considered. k) The text books for the next academic year already received and distributed.		

5.4	The following Financial Statements up to April 2014 were presented:		
5.4.1	The cash position of the school from 2006 to April 2014 was provided. As of April 2014, the school possesses RO. 492,397/-.		
5.4.2	The Financial states as of April 2014 was as follows: a) Budgeted Profit for the year RO. 5,174/- b) Actual Profit up to April 2014 RO. 47,062/- c) Brought forward loss RO. (39,651/-) d) Carry forward profit as at April 2014 RO. 7,411/-		
5.4.3	The following remarks were also presented in connection with the above: a) Most successful sponsorship drive ever was ended exceeding the target by RO. 16,995/- b) Saving in staff cost was due to staff vacancies. c) Saving was made in housing & telephone allowances. d) Recruitment and staff training budgets was not utilized. e) Saving was made from repairs & maintenance budget and utilities budget. f) The additional cost incurred for school transport due to extra/after school activities. g) Bank charges for POS machine were increased.		
5.4.4	Income break-up of the year as of April 2014 was presented.		
5.4.5	Expenditure of the year as of April 2014 was presented.		
5.4.6	Net effect of the year as of April 2014 was presented and recorded that the carried forward surplus was RO. 7,411/490.		
5.4.7	Composition of Costs of the year as of April 2014 was presented.		
5.4.8	Tuition Fee Long outstanding as of April 2014 was presented and recorded an arrears of RO. 12,994/-.		
5.4.9	KK described the recovery procedure for Tuition Fees, as follows: a) SMSs will be sent to all parents reminding the fees payments on 13 th of every month. b) A penalty will be imposed on 16 th of every month. c) A telephone call will be given as a gentle reminder on 20 th of every month. d) A letter will be sent as a further reminder to parents who have fees pending on 30 th of every month. e) A letter will be sent as the second reminder on 15 th of the next month. f) Finance committee will be meeting the long outstanding defaulters once in two weeks for follow up.		
5.4.10	Financial Position - Liquidity as of April 2014 was presented.		
5.4.11	KK described the Financial Position - Solvency, as of April 2014, as follows: a) The School did not have any borrowing. b) Refundable deposits and gratuity were the key liabilities, but they are of recurrent nature. c) The school was fully funded by the reserves and funds. d) The financial position of the school improved with a carried forward profit of RO. 7,411/- after many years of making losses. e) Total equity improved by RO. 61,363/- since August 2013.		

5.5	The Budget Outline of 2014/15 was presented as follows:		
5.5.1	The process of budget preparation that started in April 2014:		
	<ul style="list-style-type: none"> a) Capital expenditure and overhead planning. b) HR planning. c) Preliminary budgets in May 2014. d) Presentation to GPM of the tentative forecast. e) Capex budget is assumed to be RO. 56,000/- for the year. f) Overheads and maintenance budgets reviewed. g) Sports and co-curricular activities budgets reviewed. h) Projects to be completed within 2013/14 were: <ul style="list-style-type: none"> • Basketball court refurbishment. • Replacement of old A/C machines. 		
5.5.2	The Budget will be based upon:		
	<ul style="list-style-type: none"> a) Year-end student number of 1,130/- b) Total Revenue of RO. 823,227/- c) Total Expenditure of RO. 821,433/- d) Surplus carried forward was RO. 9,254/- e) Student numbers considered were the actual numbers as at April 2014 with a marginal increase. 		
5.6	KK finally stated that the above details provide the present financial status without any fee increase.		
6	<u>Any Other Matters</u>		
6.1	Following presentation of the Treasurer's report, RJ, thanked KK and Jayantha Kumara (JK) for the detailed presentation made with regard to the financial affairs of the School. RJ further stated whilst upholding the financial stability of the school, the school continues to uses its funds for development of the school facilities, keeping in mind the fact that the school is a non-profit making entity.		
6.2	Mr. Sanath Hemachandra appreciated the manner the accounts were presented by KK and stated that it was a very detailed and comprehensive presentation.		
6.3	Mr. Ajantha Madurapperuma (AM) thanked the presentation of accounts and suggested that previous values are required to be provided in the statements for comparative purposes. He further stated that budget values should also be included in the statements for the same purpose. Also he commented on Capex budget of RO. 56,000/- and asked whether there will be sufficient income for meeting future expenses in this connection, which is essential to eliminate any adverse effect on future P&L accounts.		
6.4	AM stated that if a choice is to be made between the best and acceptable, then decision would be dependent upon the affordability and explained the same using an example of Toyota Vs. Porches cars and stated it would be prudent to use the best than acceptable, provided that it is affordable to the school.		
6.5	AM suggested that it would be worthwhile to show the statistics of the performance of students. AM asked whether the school compare or benchmark term-end test papers with the test papers of any overseas bodies.		

6.6	AM further asked whether changes to the ENC curriculum would affect all subjects and in such an event, the school would make arrangements to train the teachers and make them updated with the aforesaid changes. AM stated that he makes this statement with the knowledge he managed to gather from the details in website of ENC.		
6.7	PR responded to AM's queries stating that the results analyses have been provided by the PR to the parents in many forums and he is prepared to present the said analyses in the future GPMs too. PR stated that test papers of lower classes were guided through the Key Stage systems and the past papers provide the direction for test papers of the upper classes. Also PR stated that the school regularly provides teacher training through formal Edexcel training programmes for examination classes and there are no other training programmes available in the region for lower classes. However, teachers have been made aware of the changes and PR and Deputy Principal will continue to provide necessary basic training to the teachers following careful study of any future changes in the curriculum.		
6.8	Following PR's response, AM described his query of benchmarking with an emphasis that the format and structure needed to be benchmarked with standards and sought assurance as deviations may affect the progress through the key stages. AM further elaborated that term-end test papers of the school can be benchmarked against those prepared by overseas bodies like, SAT.		
6.9	PR explained the procedure adopted by the school with a view to uphold the required standards in the term-end test papers and stated that the previous Key Stage papers have been used as the basis for setting the test papers.		
6.10	Dr. Yoonus Lebbe Anpudeen (YLA) pointed out there was a typo error in the Accounts published in the school web, as the value recorded for bad debts was RO. 72,000/- and it needs to be corrected. KK agreed to make the necessary correction.	YD/KK	
6.11	Also YLA expressed his displeasure about the very late change in the Abacus Maths Books and stated that it was changed a day before the deadline for ordering books and requested more time in the future. Also YLA stated that <i>method of teaching Sinhala and Tamil in SLSM is not very appropriate and therefore, requested the school to look into the ways of improving the teaching methods of the same.</i>	PR	
6.12	PR responded stating that the said changes were conveyed to the school by the Publishers at the very last moment and the school has promptly passed the information to the parents with no time lag.		
6.13	Mr. Harshard Khaseem enquired whether the school fees are to be paid for the month of June for the students who have completed "AS examination" and the CH replied that the fees are required to be paid continuously until end the education programme at A2 level, except the period for summer vacation of the school.		
6.14	RJ extended his gratitude and appreciation for parents for their participation in the GPM and concluded the proceeding by 10.45 pm.		

Secretary

Chairman

Date: 20th November 2014

Date: 20th November 2014