



# St. Mary's Past Students' Association

## Chairman's Report for the year 2012-2013

### I. Duration

This Chairman's Report covers the period from 17 March 2012 to 15 March 2013.

### II. Executive Committee

The current Executive Committee was elected at the 2011 Annual General Meeting held on 26 March 2011.

During the Report period, the Executive Committee held seven meetings.

### III. Composition

The composition of the Executive Committee is as follows:

Chairman	:	Ms. Justina Law
Vice-Chairmen	:	Ms. Annie Choi Ms. Angela Liu
Hon. Secretary	:	Ms. Ellie Wong
Hon. Treasurer	:	Ms. Barbara Chu
Hon. Legal Secretary	:	Ms. Jody Sin
Membership Secretary	:	Dr. Monica Wong
Social Convenor	:	Ms. Becky Lui
Publication Secretaries	:	Ms. Petty Lai Ms. Katherine Mak
Committee Members :		Ms. Angela Leung Ms. Susanna Chung Ms. Mabel Leung Ms. Jasbir Pannu

During the Report period, three sub-committees were formed - the Mentorship Programme Committee, the Alumnae Dinner 2013 sub-committee, and the Incorporated Management Committee (IMC) Task Force.

Committee member Ms Jasbir Pannu resigned from the Executive Committee in June 2012 due to her relocation away from Hong Kong.



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## IV. Tasks Carried Out During the Report Period

### (1) Continuing the Membership Drive

- As at 15 March 2013, the membership of the PSA stood at 6,054. 5,608 members could be contacted by mail or email.
- The Membership Secretary, Dr. Monica Wong, continued to contact members to update their contact details.
- Ms Angela Liu introduced the PSA and its activities to F.6 graduates on 10 July 2012 and welcomed them as new members.

### (2) Publication of Newsletters

- We published two newsletters during the Report period, one in October 2012 and one in February 2013.
- Hard copies were mailed to members with the help of current SMCC students. The newsletters were also uploaded onto the PSA website. Emails were sent to inform members of the release of the latest newsletter.
- The PSA continues to encourage members to opt out of receiving the hard copy and read the newsletter online as a means to save paper and reduce postage cost. As at 15 March 2013, 4,079 members opted to read the newsletter online, while 1,529 received hard copies by mail.
- In the October 2012 issue of our newsletter, an interview with alumna Teresa Kwok, the top scoring female student of the first Hong Kong Diploma of Secondary Education Examination in 2012, was featured. With consent from Teresa, the article was being translated into Chinese and published in the newsletter of the Parent Teacher Association in February 2013.

### (3) Maintaining the PSA Website

- During the Report period, the website [www.stmaryspsa.org](http://www.stmaryspsa.org) was updated by our webmaster, Ms. Justina Law. The website continued to serve as the link between our Alma Mater and past St. Marians near and far.



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### (4) Supporting the School's Mentorship Programme

- The composition of the Programme Committee is as follows:  
PSA Coordinators : Ms. Jody Sin and Ms. Jasbir Pannu  
School Adviser : Ms. Amelia Tsang
- The 2011/12 Mentorship Programme was successfully completed in the summer of 2012. Like the previous year, voluntary mentee participation was implemented, and mentors were again encouraged to participate in pairs so that they can support each other.
- Two scheduled and structured meetings were arranged for mentors and mentees to get together, allowing opportunities for discussion as well as group activities. Feedback from both mentors and mentees for this arrangement were positive.
- In the 2012/13 academic year, the same arrangement was adopted. 48 mentors were recruited this year to care for 131 mentees from F.5. 23 groups were formed in accordance with the mentees' indication of interests in a specific sector/industry. Nine sectors/industry groups are formed this year, including:

1	Art, Culture & Media
2	Engineering, Manufacturing & IT
3	Finance, Banking, Insurance
4	Legal
5	Management & Administration
6	Sales & Marketing
7	Medical, Health, Nursing
8	Education, Government & NGO
9	Travel, Leisure & Tourism

- The first mentor-mentee gathering took place on 10 November 2012 (Sat). 35 mentors and 120 mentees turned up.
- The second meeting took place on 2 March 2013 (Sat). 34 mentors turned up and the groups participated in team activities and games that allowed them to know more about each other, build team spirit, and unleash their creativity. Time was also allocated for the groups to mingle and chat.
- The PSA sponsored drinks and refreshments on both occasions.



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- Informal meetings would be arranged at the mutual convenience of the mentors and mentees. Through these meetings, mentors can provide advice on personal growth, further studies and careers planning.

### (5) Organizing the Alumnae Dinner 2013

- The PSA is organizing an Alumnae Dinner on 16 March 2013 (Sat) at the World Trade Centre Club in Causeway Bay, following the AGM which will be held in the same place.
- A sub-committee has been formed for the event, with composition as follows:

Co-Chairpersons	:	Ms. Justina Law Ms. Susanna Chung
School Liaison	:	Ms. Queenie Cheng
Secretary	:	Ms. Ellie Wong
Treasurer	:	Ms. Barbara Chu
Ticketing	:	Ms. Susanna Chung
Prizes	:	Ms. Jody Sin Ms. Susanna Chung
Games	:	Ms. Petty Lai
Publications	:	Ms. Justina Law Ms. Angela Liu
Stage Management	:	Ms. Angela Leung
Lucky Draw Helpers	:	Ms. Becky Lui Ms. Katherine Mak
Reception	:	Dr. Monica Wong Ms. Ellie Wong Ms. Mabel Leung

### (6) Souvenirs and Premiums

- We continue to sell the 110<sup>th</sup> anniversary souvenirs though no sales drive was specially conducted this year.
- During the Report period, we sold 21 canvas tote bags, 12 document bags sets, 47 luggage belt & tag sets, 12 school uniform figurines sets and 4 USB ballpens. Another 30 document bag sets, 30 school uniform figurines sets and 186 luggage belt & tag sets were donated as prizes to the Alumnae Dinner in March 2013.



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- As at 15 March 2013, 158 document bags sets, 102 luggage belt & tag sets and 71 school uniform figurines sets remained in stock.
- Given its historical value, the Executive Committee decided to donate the remaining 69 photo books from 2005 to the Hong Kong Central Library and other major educational institutions, including universities, for their permanent retention. A few copies will also be kept in the school libraries of SMCC and SMCS.
- The net profit from the sale of these souvenirs would go to the St. Mary's Canossian College Development Fund. As at 15 March 2013, a total net profit of \$191,987 was recorded from the sale of the 105<sup>th</sup> and 110<sup>th</sup> anniversary souvenirs. With an additional top up amount of \$8,013 received from an anonymous alumna, a total sum of \$200,000 will be presented to the St. Mary's Development Fund at the Alumnae Dinner in March 2013.

### (7) Donations to SMCC

- For the 2011/12 academic year, the SMPSA Scholarship of HK\$1,000 for Outstanding Performance and Active Promotion in Drama and Speech was awarded to CHAN Tin Yan Teresa (Form 5B).
- A sponsorship of HK\$1,000 (book coupons) was made to the Magdalene of Canossa Club as support for their Christmas celebration in December 2012.

### (8) Donation Appeal for the Honeyville Canossian Retreat House

- In November 2012, the PSA helped the Honeyville Canossian Retreat House to make a donation appeal to members for the procurement of a mobile stair climber for wheelchair use, as well as the modification of one existing toilet for those with disabilities. Attendance at the Open Day and mini bazaar on 11 November was also encouraged.
- The appeal was a success and Sr. Anna Maria Kwan, administrator of the Retreat House, extended her gratitude to all who made kind donations.



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### (9) Monitoring the St. Mary's Development Fund

- Three members of the Executive Committee continued to sit on the St. Mary's Development Fund Management Committee – Ms. Annie Choi and Ms. Susanna Chung in the capacity as former Fundraising Committee members, and Dr. Monica Wong as representative of the PSA Executive Committee.
- There were no funding applications during the Report period.

### (10) Participating in School Policy Advisory Committee/School Management Committee

- We worked closely with SMCC and SMCS, as well as the two Parent-Teacher Associations, on school policies, as well as planning and development issues.
- PSA Exco member Ms. Annie Choi was elected to represent past students in the SMCS School Policy Advisory Committee for the 2011-13 term. After having had three meetings in the 2011-12 school year, no more meetings were held during the Report Period as the IMC is near to be set up and preparation work has been carried out.
- Ms. Annie Choi was also invited to be a School Manager of SMCC. During the Report period, three School Management Committee meetings were held.

### (11) Setting Up of the Incorporated Management Committees (IMCs) of SMCC and SMCS

- As stipulated in the Education Ordinance, SMCC and SMCS would both need to set up their IMCs in 2013.
- The PSA Exco had set up a Task Force to follow up the matter. Members include Ms. Justina Law, Ms. Annie Choi, Ms. Angela Liu, Dr. Monica Wong, Ms. Jody Sin and Ms. Petty Lai.
- To facilitate the election of the Alumni Manager to sit on the two IMCs, the Task Force is currently working with Ms Catherine Wong, Principal of SMCC, Ms Maria Cheung, Headmistress of SMCS, and Sr Regina But, representative from Canossian Missions, to prepare the Election Regulations, and amend the PSA Constitution in order to meet legal requirements.



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- With the assistance of PSA Membership Secretary Dr Monica Wong, PSA Exco member Ms. Angela Leung led a team of past student and school staff to assist both SMCC and SMCS to build an electronic database of all alumnae that had been admitted to St. Mary's since 1953. These 20,000+ records will become the database of all eligible voters and candidates in the upcoming Alumni Manager election.
- The election of the IMCs' Alumni Managers will take place in October 2013 with Inauguration of the IMCs in November 2013.

### (12) Supporting other SMCC School Functions

- We continued to promote the school's Drama production through our Newsletter. The 2012 production "Mrs. Baggins" was a success. The production for 2013, "Persephone", is currently being promoted and will be performed from 15-20 April 2013. Ticketing information is printed on the Newsletter for orders from alumnae. A link is also created on the PSA website.
- Ms. Angela Liu attended the SMCC Speech Day on 11 July 2012 in the capacity of Vice-Chairman of the SMPSA. Ms. Annie Choi also attended the SMCC Speech Day on 11 July 2012 as School Manager.

### (13) Other Liaison Work

- We maintained close liaison with the St. Francis Canossian College Past Students' Association (SFCCPSA) and the Sacred Heart Canossian College Alumni Association (SHCCAA). Ms. Justina Law and Dr. Monica Wong attended the annual dinner of SFCCPSA on 20 October 2012, while Ms. Justina Law and Ms. Angela Liu attended that of SHCCAA on 9 November 2012. On both occasions HK\$1,000 worth of book coupons were presented as gifts to the organizer.
- Overseas, we maintained contact with the SMCC Past Students' Association (Toronto) and the Canossian Colleges Association in Vancouver.



## **St. Mary's Past Students' Association**

### **V. Focus of Work in the Coming Year**

In the coming year, we will continue our work on various fronts.

We will continue to reconnect with St. Marians through direct contacts, visits, the PSA website, newsletters and social activities.

We will continue to collaborate with the school management and Parent-Teacher Associations of SMCC and SMCS on all matters that will benefit the schools, the teachers and the students.

In particular, we will work closely with the school management of SMCC and SMCS to ensure smooth implementation of the election of the Alumni Manager for the new IMCs.