

Valtorta College

2019-2020

Student Association

Annual Report

Clarity

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About the Student Association of 2019-2020

2019-2020 Student Association : Clarity

Members

Posts	Names
<u>Chairperson</u>	Wong Ho Ming 5D
<u>Internal Vice-Chairperson</u>	Lee Sze Man 5C
<u>External Vice-Chairperson</u>	So Ming Ching 5C
<u>Treasurer</u>	Yiu Sin Yu 5C Kwan Tsz Yan 5A
<u>Secretary</u>	Lau Pak Hei 5A Chan Tsz Ting Gloria 5B
<u>Recreation Officer</u>	Lau Tak Wai 5B Chung Chi Hang 4D Mak Tin Yan 4D
<u>Welfare Officer</u>	Chan Yuk Chiu 5A Cheng Mei Yi 4B
<u>Publicity Officer</u>	Sean Cheung 5B Cheung Ka Wai 5A Yu Job Him Lam 5C
<u>General Affairs Officer</u>	Mau Ka Lai 5C Fong King Kiu 5C Chan Long Sang 5C

Slogans

1. Clarity! Last for eternity
2. Clarity! You are our first priority
3. Clarity ! 編寫最好的故事
4. Clarity ! 尋覓最好的路線

Our platform

Our union is called 'Clarity'. Clarity means 'clear' and 'easy to understand'. While following all the rules of the constitution of Valtorta College's Student Association, we did our best to help share student ideas, interests and concerns with the school-wide community.

We chose 'Clarity' as the name of our cabinet as a way of organizing ourselves through a set of guiding principles. These are the principles that we followed:

- C___ creativity
- L___ loyalty
- A___ attitude
- R___ responsibility
- I___ identity
- T___ teamwork
- Y___ youth

C: We organised as many activities and welfare initiatives as possible in order to provide a better learning environment and atmosphere for students. We set ourselves as role models in order to make a positive impact on students. We hope that we managed to positively influence their learning attitude and behaviour.

L: We served the school and all our schoolmates and spent a lot of time and effort doing so. We utilized our time as efficiently and effectively as we could so that we could contribute more to Valtorta and its students.

A: We are proud that we were able to maintain a nice and friendly attitude during the time we spent in service of the school. In situations where tempers were frayed, we remained calm and tried to promote thought and action based on reason.

R: We took our responsibility seriously. We took all complaints and used them to improve our processes and activities. We faced problems as a united front and met difficulties head on.

I: As a bridge of communication between the school and our schoolmates, we conveyed the wishes and desires of both the student body and the administration as best as we could.

T: We worked as a team to overcome all kinds of obstacles and difficulties. We believe were able to pool everyone's talents and viewpoints into maximizing our productivity and enhancing our effectiveness.

Y: We did our utmost to help all students in VC. Wherever possible (COVID-19 permitting) we took any chance we could get to create as many memories as we could for everyone at Valtorta.

Proposed Activities

November

Teacher and Student Basketball Competition(師生籃球比賽)

Inter-class football competition

December

Inter-house Singing Contest —The Voice Of VC

(pre-election rounds and the finals)

Stationary booth

February

Talent show

April

Room Escape—逃出 DC

May

Video for F6 students

June

Speech day photo taking

Activities Evaluation with Timetable and Budget

1. Teachers and Students Basketball Competition (師生籃球賽)

Date :11/11/2019

Venue: School basketball court

Overall expenses: \$0

***Teachers and Students Basketball Competition** has been cancelled due to social issues.

2 Inter-Class Football competition (cooperating with football club)

Date: 26/11/2019 - 29/11/2019

Time: 13:10-13:40

Venue: Basketball court

Overall Expenses: \$0

Unfortunately, due to the COVID-19 outbreak, the competition was only held for Form 1.

3. Inter-house Singing Contest— The Voice Of VC

Date: 22/12/2019

Time: 10:30-12:30

Venue: School Hall

Overall Expenses: \$355.4

Evaluation:

1. In order to shorten the time of the competition, students should be banned from joining more than 2 groups during the preliminary stage (group)
2. The gatekeeper should be aware that some members of the audience will want to leave immediately after the school bell has rung even if the contest has not ended. The MCs should encourage students in the audience to stay, but realise it is not within the SA's power to keep them there. Other members of the SA should be stationed by the hall doors and around the hall five minutes before the bell rings to help keep the noise down when students leave. This will minimise disruption to the remaining portion of the event.
3. The application quota should be limited to lower than 50 in the preliminary part (group) to avoid excess participants.
4. A detailed decoration planning should be done a week earlier of the singing competitions as to have a more beautiful place for students to enjoy in.

5. The person-in-charge of the singing contest should hold a briefing with all members and helpers to enhance operational efficiency.
6. The choices available and the budget allocated for inviting a guest singer should be discussed earlier to enable better planning.

4. Stationery Booth

Date:16/12-17/12

Time:13:20-13:45, 16:00-16:30

Venue: Courtyard

Overall Expenses :\$6348.3 (purchases)

Remarks : Revenue \$5190

Evaluation :

1. The booth is worth holding again as students participated actively. Being able to purchase goods at affordable prices was well received by students and helped build some goodwill with them.
2. The whole situation could have been organized better. We needed more SA members and should have arranged students to queue up.
3. The price tags and categories were not clear enough.
4. More promotions should be held to increase the number of sales made. This would have allowed a better balance between revenue and expenditure.

5. Talent Show

Date:26/2

Time:16:00-17:30

Venue :Hall

Overall expenses :-

The 'Talent Show' was originally named '中六打氣會' . The Talent Show was cancelled due to COVID-19.

6. Room Escape—逃出 DC

Date:-

Time:-

Venue:C303 and Toilet

Overall expense :-

“逃出 VC” was cancelled due to COVID-19.

7. Video for F6

Date:10/4/2020

Time:-

Platform: teams

Overall expenses :\$0

Evaluation:

1. The amount of pixels used in the video (the resolution) can be increased by using more advanced photo editing software.
2. Preparing more photos before F6 graduation for further uses (video for F6) as there was an insufficient number of photos to make a video (take more photos).

8.Speech day photo taking

Date: 17/7/2020

Time: 10:00-16:00

Venue: underneath the hall

Overall expenses: \$269

Speech day photo taking was cancelled due to COVID-19.

Welfare initiatives implemented

1. The drinking fountain on the 4th floor now provides both warm and cold water.
2. We added an air freshener in every toilet.
3. We provided cartons and eco bags to students when they had to tidy up their lockers.
4. Students were allowed casual wear during the Christmas celebrations.

Welfares initiatives not implemented

1. Face Painting Sports day.
(For safety reasons: some students may have had an allergic reaction to the paint.)
2. Selling lock in the store room.
(This was cancelled due to COVID.)
3. Increasing the water pressure for the girls toilets .
(This was cancelled due to COVID.)
4. SA selling instant photos.
(It was too costly as there was insufficient demand.)
5. Providing past papers with answers.
(This was cancelled for copyright reasons)

Valtorta College

2019-2020

Student Association

Annual Financial Report

Clarity

Monthly Financial Reports

Valtorta College 2019-2020 Student Association: Financial Report

Month: January 2020

Items	Cash	Bank	School Fund
Balance b/f as at 1/1/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Expense			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Revenue			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Items	Cash	Bank	School Fund
Balance b/d as at 31/1/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Monthly Financial Reports

Valtorta College 2019-2020 Student Association: Financial Report

Month: February 2020

Items	Cash	Bank	School Fund
Balance b/f as at 1/2/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Expense			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Revenue			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Items	Cash	Bank	School Fund
Balance b/d as at 29/2/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Monthly Financial Reports

Valtorta College 2019-2020 Student Association: Financial Report

Month: March 2020

Items	Cash	Bank	School Fund
Balance b/f as at 1/3/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Expense			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Revenue			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Items	Cash	Bank	School Fund
Balance b/d as at 31/3/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Monthly Financial Reports

Valtorta College 2019-2020 Student Association: Financial Report

Month: April 2019

Items	Cash	Bank	School Fund
Balance b/f as at 1/4/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Expense			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Revenue			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Items	Cash	Bank	School Fund
Balance b/d as at 30/4/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Monthly Financial Reports

Valtorta College 2019-2020 Student Association: Financial Report

Month: May 2020

Items	Cash	Bank	School Fund
Balance b/f as at 1/5/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Expense			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Revenue			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Items	Cash	Bank	School Fund
Balance b/d as at 31/5/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Monthly Financial Reports

Valtorta College 2019-2020 Student Association: Financial Report

Month: June 2020

Items	Cash	Bank	School Fund
Balance b/f as at 1/6/2020	HK\$6,551.10	HK\$108,057.34	HK\$651.70

Expense			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Revenue			
Items	Cash	Bank	School Fund
Bank Interest	HK\$0.00	HK\$0.50	HK\$0.00
Total	HK\$0.00	HK\$0.50	HK\$0.00

Items	Cash	Bank	School Fund
Balance b/d as at 30/6/2020	HK\$6,551.10	HK\$108,057.84	HK\$651.70

Monthly Financial Reports

Valtorta College 2019-2020 Student Association: Financial Report

Month: July 2020

Items	Cash	Bank	School Fund
Balance b/f as at 1/7/2020	HK\$6,551.10	HK\$108,057.84	HK\$651.70

Expense			
Items	Cash	Bank	School Fund
訂購文具	HK\$1,360.80	HK\$0.00	HK\$651.70
畢業禮物資	HK\$1,138.00	HK\$0.00	HK\$0.00
Total	HK\$2,498.80	HK\$0.00	HK\$651.70

Revenue			
Items	Cash	Bank	School Fund
-	HK\$0.00	HK\$0.00	HK\$0.00
Total	HK\$0.00	HK\$0.00	HK\$0.00

Items	Cash	Bank	School Fund
Balance b/d as at 31/7/2020	HK\$4,052.30	HK\$108,057.84	(HK\$0.00)

Monthly Financial Reports

Valtorta College 2019-2020 Student Association: Financial Report

Month: Aug 2020

Items	Cash	Bank	School Fund
Balance b/f as at 1/8/2020	HK\$4,052.30	HK\$108,057.84	(HK\$0.00)

Expense			
Items	Cash	Bank	School Fund
畢業禮物資	HK\$91.50	HK\$0.00	HK\$0.00
Half Balance transfer to the Student Association Fund	HK\$2,804.70	HK\$0.00	HK\$0.00
Total	HK\$2,896.20	HK\$0.00	HK\$0.00

Revenue			
Items	Cash	Bank	School Fund
Revenue from Store Room	HK\$1,648.60	HK\$0.00	HK\$0.00
Half Balance transfer to Cashflow	HK\$0.00	HK\$2,804.70	HK\$0.00
Total	HK\$1,648.60	HK\$2,804.70	HK\$0.00

Items	Cash	Bank	School Fund
Balance b/d as at 31/8/2020	HK\$2,804.70	HK\$110,862.54	(HK\$0.00)

Valtorta College 2019-2020 Student Association: Financial Report		
Student Association Fund - Cash at Bank		
Student Association Fund of Last year (18/19)		\$111,152.94
Add : Interest received	\$49.30	
Add : Interest received	\$0.50	\$49.80
Less: Student Association Banner	\$108.00	
Less: Sport Day-四社手帶	\$1,230.60	
Less: 學校五樓學生飲水機	\$1,806.30	
		(\$3,144.90)
		\$108,057.84
Add: Half Bal. carried down from the year of cashflows		\$2,804.70
Balance b/d as at 31.8.2020		<u>\$110,862.54</u>
Cashflows Summary for Sep 19 - Jul 20		
Opening balance as at 1 Sept 19		\$3,140.50
Add: Revenue from Store Room@17.12.2019	\$3,100.00	
Add: Revenue from Store Room@17.12.2019	\$2,090.00	
Add: Revenue from Store Room@11.8.2020	\$1,648.60	
		\$6,838.60
Less: 蒸飯機Name Tag	\$166.00	
Less: 學生會Clarity Logo	\$205.00	
Less: 內閣宣傳	\$800.00	
Less: 中六畢業班影相裝飾	\$253.00	
Less: 獎牌連運費	\$355.40	
Less: 學生會訂購文具	\$1,360.80	
Less: 畢業禮物資	\$1,229.50	(\$4,369.70)
		\$5,609.40
Less: Half Balance transfer to the Student Association Fund		\$2,804.70
Balance b/d as at 31.8.2020		<u>\$2,804.70</u>
Student Association Fund - Cash at School Fund (A1722)		
Opening balance as at 1 Sept 19		\$0.00
Add: F.1-F.6 Student Association Fund		\$7,000.00
Less: 學生會訂購文具	\$2,060.10	
Less: 學生會訂購文具	\$4,288.20	
Less: 學生會訂購文具	\$651.70	\$7,000.00
Transfer to Cashflow as at 31.8.2020		<u>\$7,000.00</u>

Acknowledgement

We, the Student Association Executive Committee for 2019-2020, would like to extend our sincere thanks to the school principal Ms. Ho Miu Chun Michelle, the teacher advisors Mr. Yeung Wai Kee, Ms. Chu Kin Yu and Mr. Hoggard, Alexander Blaine for their generous guidance.

Moreover, we are grateful to have had this opportunity to serve the school. Throughout this academic year of service, we have developed collaborative skills and more importantly, team spirit. Though our time serving the school as members of the Student Association is coming to an end, we promise we will continue to do whatever we can to advance the school's interests.

Treasurer of the Student Association

SA Kwan Tse Yan SC Yiu Sin Yu

Approved by the Accountant of School.

Miss Chung Siu Wan

Approved by Teacher Advisors

Mr. Yeung Wai Kee, Ms Chu Kin Yu & Mr. Hoggard, Alexander Blaine