

ST. FRANÇOIS
GIRLS' COLLEGE
ALUMNAE



Executive Report

**ANNUAL GENERAL MEETING
1ST OCTOBER 2022**

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President's Report

2021-2022

INTRODUCTION

At the start of the 2021 – 2022 term of office, we welcomed two additional members to our Executive team, Esther Callender-George as Secretary and Sherry Hazel-Loney as Assistant Treasurer.

The composition of the 2021 – 2022 Executive of the St. Francois Girls' College Alumnae (SFGCA) therefore is as follows:

PRESIDENT	VALISHA SYLVESTER
VICE PRESIDENT	SONIA-RIA WILLIAMS
SECRETARY (NEW)	ESTHER CALLENDER-GEORGE
ASSISTANT SECRETARY	CARLENE JEFFERS-BILAL
TREASURER	STACY CHRISTOPHER
ASSISTANT TREASURER (NEW)	SHERRY HAZEL-LONEY
PUBLIC RELATIONS OFFICER (PRO)	ALANA SAMPSON
ASSISTANT PRO TRUSTEE (I)	ASHA STEWART
TRUSTEE (II)	PAMELA BAPTISTE
TRUSTEE (III)	NICOLE NOEL
	PATRICIA HINDS

At the onset, the Executive identified the following priority projects for implementation.

Taste of Christmas 2: Our annual fundraiser
SFGC 60th Anniversary Commemorative Celebrations (in collaboration with the school)

Establishing and formalizing the much-needed Welfare Committee
Building the membership Base: Membership Drive
Improving the Policies, Processes, Procedures and Strategies (reformation of committees, expansion of office holders' roles, the "Keep Them Close" strategy, to keep past Executive Members in the 'loop' and connected to what's happening in the Alumnae E.g. SFGCA and the Past Presidents' Club.
Stakeholders' Engagement
Securing, establishing and outfitting office space/accommodations for the Alumnae (on the school compound)

Each new term of office is characterized by adjustments, new experiences, new challenges, rich diversity, different perspectives etc. I do acknowledge and respect that there will always be persons who feel that, as an Executive we could have moved faster and achieved more. I know too that the 60th Anniversary Commemorative Celebrations did take a toll on some of my Executive Members.

The important issue though is that I have listened and taken your comments and concerns on board and with the Executive, will certainly make the necessary adjustments where possible, going forward in 2022 – 2023.

We are all committed to working more effectively together and to continue to push forward to achieve the objectives of our Alumnae. **"Stronger Together"** remains our mantra.

UPDATES, ACTIVITIES AND HIGHLIGHTS

The context is that COVID-19 is still with us and we are participating in a world that is slowly returning to some semblance of normal activity with some persons excited and others apprehensive about the change.

We were able to host an informal gathering, specifically a Meet and Greet with Dr. Astril Webb of the North American (NA) Chapter at Movie Towne during her brief visit in August 2022. We were also present at every aspect of the 60th Anniversary Commemorative Celebrations. I even co-hosted the student fashion show and teacher appreciation with Ms Clarke. Our little sisters have talent for days but you all should have seen the display by our very own Vanessa Forde ...one-word EPIC!

I was invited to and attended the Form 5/6 Graduation on July 6th in double capacity, as Alumnae President and proud momma. The program was condense and well executed, the deliveries by Valedictorian Kaydence Grant and alumna Dr. Esther Pope were appropriate and meaningful. I am confident that girls left the ceremony feeling enriched, I certainly did.

The Form 1 Orientation held on August 23rd 2022 was a virtual forum. I was required to give a brief address to the parents and students.

We continue to appreciate, recognize, celebrate and show support to our Alums.

Special mention must be made of our many authors whose work came to our attention this year:



Ms. Patricia Hinds, Trustee, attended the book launch of Ms. Michelle Borel. Ms. Alana Sampson, PRO, attended the book launch of Ms. Deborah Thomas-Felix and yes, Ms. Vanessa Forde was most present, cheering "Debbie" on as well.

In the spirit of recognition and celebration, Ms. Vanessa Arlene Forde, the Executive and entire Alumnae extend congratulations to you on receiving your national award, the Humming Bird Medal Silver, in the sphere of culture. You are certainly an amazing Woman, Educator, Mother (to many), Sister, Mentor and Friend. We are so very proud of you.

We also extend congratulations to Ms. Sandra Tamby-Russel, Special Education Teacher and Consultant who received the Public Service Medal of Merit, Silver, in the spheres of Education and Rehabilitation Training. We are also proud of you and we wish you the very best in your future endeavours.

COMMITTEES

Finance and Fundraising Committee

This expert team never disappoints with their execution of our main annual fundraiser. A Taste of Christmas 2, was a success yet again. This event enabled the executive to contribute to the schools 60th Anniversary Celebrations in the amount of ten thousand dollars (\$10,000.00). A further donation of two thousand, seven hundred and fifty dollars (\$2,750.00) was also possible through the sale of school memorabilia. I am happy to announce that memorabilia have been sold and we are currently in the process of replenishing and acquiring new items for sale.

The Secretariat

The Secretariat continued the compilation of all documents and maintaining the information store. They also provided support for the committees and all activities in various ways including the dissemination of information and letters, redesigning of the

membership form for online use, the creation of online ordering forms etc. An extensive review of the current database was completed, and the compilation of a new amalgamated database is in progress.

The Committee also re-established our relations with Queen's Royal College (QRC) via the Old Boys Association (OBA). SFGC students were as a result invited to attend the QRC Leadership Training Bootcamp from August 21st – 27th 2022 and will now be invited to participate every year.

Public Relations and Membership Committee (Merged)

Upon review of their respective functions, these two (2) Committees felt it was strategic to merge. Their major activities for the year entailed the following:

- Disseminating information and promoting the work of the Alumnae, specifically the promotion of the fundraiser Taste of Christmas 2;

- Collaborating with the school on all aspects of the 60th Anniversary commemorative celebrations;

- Membership Drive: recruiting and orienting new members. Maintaining the membership database. (66 new members, bringing the membership to a total of 717 members); and

- Upgrading the registration membership form in both soft and hard copy format.

Policy Planning and Implementation Committee

The Committee was established to enable the Executive to begin the process of structuring the organisation for sustainability. This Committee provides the necessary oversight and monitoring of all other Committees and ensures the integration and alignment of policies with the strategic direction of SFGCA. During the 2021 – 2022 period, the Committee ensured the completion of various assignments.

These include but are not limited to the following:

Administered the Introspection Questionnaire to new office holders and Exit Interview Questionnaires to those demitting office;
Prepared the AGM Post-mortem guidelines and facilitated the conduct of the AGM Post-Mortem;
Shared the President's Report prepared in a newsletter format;
Reviewed Office Holders' and Special committees' Reports and prepared the Executive's Intended Goals and Workplan for 2021 – 2022;
Prepared and Reviewed for ratification draft documents relating to the reformation of committees and the expansion of the role of Assistant Secretary (Work In Progress);
Convened a virtual meeting with the NA Chapter of the Alumnae;
Hosted a capacity building session on Leadership with guest speaker Ms. Nichola Harvey-Mitchell. Additionally, a report of the session was prepared with evaluation comments;
As part of the "Keeping Them Close" strategy, the committee retained and formalized the former SFGCA WhatsApp Chat as a resource group to the current Executive and also initiated the Past Presidents' Club as a strategic support to the current executive with Ms. Tammy Cato, recent Past President as Lead with responsibility to formalize the club;
Executed the annual Mid-Year Review Workshop;
Prepared a draft proposal for a meeting of the SFGC Stakeholders; and
Established the AGM Planning committee to ensure effective implementation of the AGM 2022 – 2023.

Welfare Committee

The Welfare Committee was established principally to meet the socio-economic needs of the students of St. Francois Girls' College. The Committee comprises current and past Executive members, as well as a representative from the NA Chapter. The Welfare Committee is responsible for:

Structuring and managing donations and assistance that are provided by the wider Alumnae for the St. Francois Girls' College Community;
Establishing the overall framework and developing guidelines for the respective requests for assistance;
Liaising and working, collaboratively with the St. Francois Girls' College Welfare Fund Committee to ensure alignment re: requests for assistance; and
Identifying other sources of funds locally and internationally so that the funds available for welfare can grow overtime and the committee can continue to be responsive to the various needs and requests for assistance.

One aspect of the Committee's undertaking is already underway: Letters have been sent requesting assistance for products to enable the assembling of Care Packages for forty (40) students who require such assistance.

Other Alumnae

Yet again the collaborative effort with St. Francois Girls' College (SFGC), Holy Name Convent (HNC), Bishop Anstey High School and Fatima College for a July fundraiser was unsuccessful. We value these strategic alliances and we do remain hopeful for next year.

The Wider Alumnae

Our big sisters continue to have a positive impact on our little sisters. Dr. Donna-Mae Knights of the class of 1979 and past students from other year groups remain committed to the Character Development Programme (CDP). The Executive assisted the CDP Team with the cost of sending three (3) Form 2 students to a one-week character-building camp titled L.A.D.Y hosted by one of our very own, Ms. Michelle Borel.

We again encourage participation in Alumnae activities via year groups, class groups, friendship groups or individually so we all can do more for our beloved school. Please tell us what you can do. Tell us also what you would want to see done. We look forward to your active involvement this year.

UPCOMING PROJECTS: 2022 – 2023

The Executive will focus on completing those priority projects that were not completed in 2021 – 2022. We will outline the parameters and reporting requirements to ensure that Committees operate with greater autonomy.

We will also continue to:

- Improve our processes
- Build our membership base
- Consolidate our relationship with the NA Chapter
- Engage more effectively with our Stakeholders, particularly the PTA.

More specifically we will focus on the following projects:

Office space (Ongoing) - the site visits were facilitated by Ms. Salisha Gomes-Andrews and Ms. Valisha Sylvester. Three (3) quotes have been received with the lowest cost totalling \$323,170.00 from ISRO Contracting Solutions. At this time, the office space is being revisited due to the high cost.

The Mother's Day Artisan Market - This Market is proposed to act as both a fundraising and networking event. Only SFGC Alumnae will be invited as vendors in the first instance.

The Hall of Fame - focus is currently on recognizing only teachers and one former student. These parameters will be discussed further.

The recommencement of the Green, Gold, Black and White (GGBW) Series - A new host with a different style and reach has been identified for season 2. The program will be videotaped and then posted to various platforms. We sincerely thank Ms. Tyker Phillip for her dynamic hosting of Season 1.

Congratulations

TO OUR NATIONAL
AWARD WINNERS

Vanessa Forde - **Hummingbird Medal Silver for Service** in the field of Culture.

Sandra Tamby-Russell - **Public Service Medal of Merit Silver** – for service as a special education teacher/consultant – in the spheres of education and rehabilitation training.

CLOSING AND ACKNOWLEDGEMENTS

In closing, I take this opportunity to acknowledge the accomplishments of the Executive, and I say to the respective Committees, thank you, you have done your jobs well.

Thank you also to Dr. Astril Webb, Ms. Margaret Lo Hing of the NA Chapter and their partners.

Appreciation goes out to our former Executive Members and Past Presidents who all want to see SFGC succeed and continue selflessly to lend their support and expertise to the Executive.

Please know that all of your efforts are impactful and necessary for the achievement of our goals and that we deeply appreciate all of you.

To our PTA Presidnet, Mr. Darren Ramirez, thank you for bringing greetings and for expressing your willingness to work with us more collaboratively this year.

To our Principal, Mrs. Pasha Seecharan, Vice Principal, Ms. Deborah Bridgemahon, and the staff of the School, thank you so very much for taking the time to share information on the School's achievements and challenges with us today. We continue to value our excellent working relationship.

Thank you to all my SFGC sisters, (the sisterhood) at home and abroad, your continued support of the Alumnae is duly acknowledged and greatly appreciated.

I urge you again to get on board with us. Let us tangibly demonstrate our love for St. Francois Girls' College and continue to live by our slogan:

"My St. Francois, Your St. Francois, Our St. Francois". **SFGC STRONG.**

Thank you.

Valisha Sylvester

President – SFGCA

01.10.2022

Treasurer's Report

JULY 1ST 2021 - JUNE 30TH 2022

OVERVIEW

Given the COVID-19 Pandemic, we continued to experience challenges however we were able to successfully execute our Annual Fundraiser, "A Taste of Christmas" which, as you are aware, is a drive thru pick up Christmas Lunch held on the School's grounds. Our profits realized were over \$20,000. We thank you for your continued support in this fundraiser, and by extension our Alma Mater.

We donated an initial sum of \$10,000 to assist the School with expenses associated with the 60th Anniversary Celebrations which consisted of hundreds of various activities. Or so it seemed at the time.

We contributed a further \$2,750 towards the purchasing of 60th Anniversary Memorabilia for the School.

SUBSCRIPTIONS

We have seen a fall in subscriptions again this year and we encourage everyone to continue to pay any outstanding dues.

DONATIONS

We personally thank all those who have made donations. Special mention to Ms. Hazel Jennifer Pitt and also the North American Chapter.

Financial Statement

JULY 1ST 2021 - JUNE 30TH 2022

GENERAL		TTD	TTD
Bank Balance		225,693.08	
Cash Balance		-	
Receipts for the period		70,879.67	
Less: Disbursements		(58,134.29)	
ENDING BALANCE			238,438.46
RECEIPTS/INCOME		TTD	TTD
Subscriptions		5,800.00	
Loans/Contributions		-	
Donations		5,929.67	
Sale of Memorabilia		2,400.00	
Fundraisers/Events		56,750.00	
TOTAL INCOME			70,879.67
DISBURSEMENTS/EXPENSES		TTD	TTD
AGM		2,906.81	
Bank Charges		388.00	
Charity		-	
Fund Raisers		34,055.82	
Miscellaneous		228.00	
Other Alumni		1,719.22	
Petty Cash Inputs		-	
School Contributions		4,067.22	
Zoom Access		1,019.22	
60 th Anniversary Celebrations		13,250.00	
Tokens for former Executive		-	
Public Relations Initiative		500.00	
Training – Finance Team		-	
TOTAL EXPENSES			58,134.29
NET INCOME (LOSS)			12,745.38

Get in Touch



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