

Po Kok Primary School
Agenda of the 1st Alumni Association First Meeting

Date: 14-5-2016 (Saturday)

Time: 11:30 a.m.

Venue: Visual Art Room

Agenda:

1. Establishment of the Alumni Association
2. Reported Items
 - Committee members self introduction
 - Terms of reference, roles and functions of the committee
 - Means of communication of the alumni
3. Discussion Items
 - Alumni Association Guidelines
4. A.O.B.
5. Time and Date for next meeting