

**Minutes of the 142nd School Council Meeting of KGV
Wednesday 10th March 2010 at 6.00 pm in P13 Classroom**

Present:

Council Members:	Paul Varty (PV) Ed Wickins (EW) Heather Du Quesnay (HDQ) Robert McRobbie (RM) Prem Kumar (PK) Alex Chan (AC) Sarah Cook (SC) Kim Anderson (KA) Susan Sams (SS) David Grady (DG) Paul Tattam (PT) Ashley Tranter (AT) Justin Lo (JL)	Chairman Principal (Secretary) ESF Representative Community Representative Community Representative Community Representative PTSA Representative Parent elected Representative Parent elected Representative Staff Representative Staff Representative Staff Representative Support Staff Representative
In Attendance:	Michael Jia Melissa Zhang Peggy Ng (PN)	President of Student Council (2010-11) Head Girl (2010-11) Clerk
Apologies:	Deborah Eaglestone (DE) Roger Nissim (RN) Michael Lintern-Smith (MLS) Peter Lau (PL) Charles Wang (CW)	Staff Representative Community Representative Parent elected Representative Head Boy (2009-10) President of Student Council (2009-10)

Items

Action

KG 142.1

Apologies

- 1.1 Apologies were received from DE, MLS, RN and the two former student reps Peter Lau and Charles Wang.
- 1.2 The Chairman welcomed Justin Lo as Support Staff Rep and Michael Jia (President of Student Council) and Melissa Zhang (Head Girl) as Student Reps to their first School Council meeting.

KG 142.2

**Minutes of the 141st Meeting held on 25th November 2009
(SC/0910/MM2)**

- 2.1 There was no comment on the minutes of the 141st meeting held on 25th November 2009, which were taken as approved.

KG 142.3

Matters arising from the Minutes

- 3.1 Complaint Procedures
The Procedures were reviewed and feedback to EW.
- 3.2 Parents can now contact the Parent Reps via LIONeL.
- 3.3 New School Day Proposal
The timings of the lunch time were reconsidered and the decision remains unchanged.
- 3.4 There will be student involvement in the recruitment interviews that are taking place in the next day and the following week. KA will also be involved for promoted posts.

Items

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- 3.4 There are proposals for an extension in ESF support for HE Guidance Counselling.
- 3.5 It was not possible to do anything to clarify overseas university home status.
- 3.6 SAT Provision
EW got advice from Diane Bohm's (ESF Post 16 adviser) that there should always be a centre in Kowloon side, which should rotate between Sha Tin College and KGV.

KG 142.4 **Principal Report (SC/0910/3/1)**

- 4.1 Council received the report noted above. EW briefed the meeting.
- 4.2 EW reported that the CIS/WASC Visiting Team met with staff and students on Sunday 7th March and received a warm introduction. CIS/WASC visit was progressing very well and the feedback on the various meetings with the Team had been very positive. Also some positive feedback was received from staff who were observed with the lessons. Predictably library provision and resources became an issue of concern. EW thanked Ian Baker for leading the team and Peggy for putting together the self-study report. Initial feedback from the Team to staff would take place on Friday and the School will know the result some time later.
- 4.3 BTEC Applied Pathway course will start in 2011 and Post 16 students will still be doing Applied A level for next school year 2010-2011.
- 4.4 Curriculum Evening in February
This was well received by parents and the intention is to make it a regular event.
- 4.5 Learning achievement targets (Principal Report Appendix 2a and Appendix 2b)
AT explained to Council how to understand the data in terms of the mock grades, overall attainment grades, university predicted grades etc. The School Council was shown how this data is used in a developmental way to improve student performance.
- 4.6 EW highlighted the next issue of newsletter in which an article featured a group of students who camped out in Central one night to raise awareness of homelessness in Hong Kong.

KG 142.5 **PTSA Chairman's Report (SC/0910/3/2)**

- 5.1 Council received the reports noted above. SC briefed the meeting.
- 5.2 SC thanked the KGV community, parents, teachers, alumni, students, friends supporting the Night Market on 12th March in different ways such as providing foods, raffle prizes, charity auction prizes, entertainment etc. EW invited members of the School Council to provide prizes for the charity auction. School Council members were invited to buy the raffle tickets after the meeting and attend the Night Market on Friday 12th March.

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- 5.3 It was hoped that the shop's Octopus reader would be put in place by the end of March.

KG 142.6 **ESF Report – Latest Report dated 5th March 2010**

- 6.1 The latest report dated 5th March was tabled.
- 6.2 HDQ briefed the meeting. Issues on staff salary increase, school fees increase, recruitment, review of Healthy and Safety and Access in schools were highlighted.

KG 142.7 **Reports of Sub-Committees**

7.1 **Staffing Sub-Committee (SC/0910/3/4)**

Council received the report noted above. PT briefed the meeting and Council noted all the issues discussed in the meeting.

Due to the clash with the CIS/WASC visit the ESF survey has not been carried out, but it will take place during the last week of term.

7.2 **Premises Sub-committee (SC/0910/3/5)**

Council received the report noted above. DG briefed the meeting and Council noted all the issues that were discussed.

CM is approaching John Stewart to follow up the summer works issue and decisions will be made internally about whether the school can proceed with some of the items that were not supported by ESF.

Redevelopment

There was a discussion on the issue of whether the tender exercise can be carried out in November as planned. HDQ said that this was subject to the board's approval on the financial funding. HDQ would revert to the School as soon as possible.

HDQ

7.3 **Finance Sub-committee (SC/0910/3/6)**

Council received the report noted above. AC briefed the meeting. There was a review on the 2009-2010 budget and it was noted that the school had managed the budget very well with about HK\$900,000 that may be carried forward to the end of the year.

7.4 **Curriculum Sub-committee (SC/0910/3/7)**

Council received the report noted above. PK briefed the meeting. The Committee had an update on the learning technologies and laptop program. The complete evaluation of the 1 to 1 programme was attached with the paper SC/0910/3/7 for Council's information.

Items

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7.5 **Parent Reps Report (SC/0910/3/8)**

Council received the report noted above. SS briefed the meeting. Parent Reps were pleased to be able to present this first report. Parent Reps will meet the Principal three weeks prior to each School Council meeting.

Mandarin

EW supplemented that Mrs Judy Cooper Vice Principal and Ms Ita Lam Head of Chinese will be meeting with Wang Xiao Ping (ESF Chinese Adviser), Chris Durbin (Secondary School Adviser) to talk about the monitoring work, teaching and learning and coaching work that the school have been doing. EW will be pleased to share the results with the Council.

EW

Health and Wellness Committee

KA briefed the Council on the progress of this Health and Wellness Committee. Council noted that a more global perspective for health and wellness activities is now taking place.

7.6 **Student Reps Report**

Student reps presented to Council the different responsibilities among the newly elected senior prefects. Melissa Zhang is working on School Council, Michael Jia on inclusion, and the other four senior prefects on Middle School Committee, Vertical Tutoring, Teaching and Learning and IT.

The current issues that students concerned most are Y7 and Y8 Challenge Week choices and the food in the canteen.

KG 142.8 **Chairman's Business**

8.1 Extension of contract for a support staff at retirement age
The School raised the request to extend for another year the contract of a support staff who was reaching the retirement age. It was noted that the cost to extend this contract would not be greater than hiring a new person. Council were asked to approve this proposal. There were no questions and concerns from Council and this was taken as approved.

8.2 Fund Raising
A Strategic Fund Raising Committee was set up and the group had met on 1st March. The Chairman referred to the meeting notes in the Principal Report (SC/0910/3/1 Principal Report Appendix 1). The meeting came up with one key issue that was whether a full time person should be employed to deal with fundraising. Subsequent to this meeting some international schools were approached and it was noted that all international schools seemed to employ at least one full time staff to work on fundraising.

Items

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There was a general discussion which touched different aspects such as redevelopment, ESF budget, policies, alumni, PTSA and its charitable status, site facilities, costing, capital levy. The Chairman welcomed any further feedback on this.

Council noted that ESF has recently appointed a new post, the ESF Director of Development who is experienced in corporate fundraising.

KG 142.9 **Any Other Business**

9.1 Council's Self Evaluation

The Chairman thanked those who responded to the Council self evaluation in December 2009. This survey was done partly as a result of the CIS/WASC self evaluation.

An email had been circulated summarising the responses. The key points suggested to be addressed by the Council concentrated on:-

- i) Long term strategic planning – set and monitor progress
- ii) New development – timetable / progress / involvement
- iii) To monitor progress of new school initiatives – vertical tutor groups / laptops / IB & ESF Diploma / new school day etc.
- iv) Communication and feedback – parents / staff / forums / surveys etc.

KG 142.10 **Date of next Meeting**

- 10.1 The date of next meeting is scheduled for 12th May 2010 in the Sarah Roe Centre Conference Room at 6:00 pm.

All

The meeting ended at 8:07 pm.

Peggy Ng
Clerk to School Council