

**Minutes of the 146<sup>th</sup> School Council Meeting of KGV  
Wednesday 16<sup>th</sup> March 2011 at 6.00 pm in the KGV Reading Centre**

**Present:**

Council Members:	Paul Varty (PV)	Chairman
	Kim Anderson (KA)	Parent elected Representative
	David Grady (DG)	Staff Representative
	Roger Nissim (RN)	Community Representative
	Paul Tattam (PT)	Staff Representative
	Terence Yau (TY)	Support Staff Representative

In Attendance:	John Stewart (PR)	ESF Director of Facilities
	Richard Bradford (RB)	Vice Principal
	Colleen Melvin (CM)	Business Manager
	Elinor Stokes (ES)	Student Rep - Incoming Head Girl
	Peggy Ng (PN)	Clerk

**Apologies:**

Marc Castagnet (MC)	PTSA Chair
Heather Du Quesnay (HDQ)	ESF Representative
Deborah Eaglestone (DE)	Staff Representative
Catherine Han (CAH)	Temporary Community Representative
Connie Hu (COH)	Staff Representative
Prem Kumar (PK)	Community Representative
Michael Lintern-Smith (MLS)	Parent elected Representative
Robert McRobbie (RM)	Community Representative
Susan Sams (SS)	Parent elected Representative
Ed Wickins (EW)	Principal (Secretary)
Jeffrey Lee (JL)	Student Rep - Incoming Student Council President

**Items**

KG 146.1      **Apologies**      **Action**

- 1.1 Apologies were received from MC, HDQ, DE, CAH, COH, PK, MLS, RM, SS, EW and JL.
- 1.2 The Chair welcomed John Stewart to stand in for HDQ, Richard Bradford and Colleen Melvin to stand in for EW, Elinor Stokes the incoming Head Girl as the new Student Rep and and Terence Yau as the new Support Staff Rep to attend their first meeting.

KG 146.2      **Minutes of the 145<sup>th</sup> Meeting held on 1<sup>st</sup> December 2010 (SC/1011/MM2)**

- 2.1 There was no comment on the minutes of the 145<sup>th</sup> meeting held on 1<sup>st</sup> December 2010, which were taken as approved.

KG 146.3      **Matters arising from the Minutes**

- 3.1 RB confirmed that the triangle diagram has been published in the website already. RB to check with Sarah Howling whether this is published in the newsletter.      RB
- 3.2 Arnett had a discussion on private tutoring survey data with the parent reps and any further feedback will go to parents and/or School Council if necessary.
- 3.3 Arnett is reviewing the policy on disciplinary actions on students.
- 3.4 Jacques Olivier-Perche is now involved in the Language policy.

<u>Items</u>	<u>Action</u>
3.5 PT will follow up with the issue on the recognition of Mandarin studies.	PT
3.6 The Rugby match information was relayed to the Alumni.	
KG 146.4 <b><u>Principal Report (SC/1011/3/1)</u></b>	
4.1 Council received the report noted above.	
4.2 RB briefed the methodology and main conclusions of the Vertical Tutor Review. It was noted that over 50% of the parents did not find the tutor parent meetings useful. However Council suggested that they should be useful for Y7 if they focussed on processes, reports, LIONeL information etc. KA to follow up with parents and feed back to teachers what parents would like to know from these tutor parent meetings.	KA
4.3 There was a general discussion on the International Diploma BTEC courses including the hub, staffing, student development structures, students' timetable and CAS. The school hope to resolve all the issues within the next few weeks.	
4.4 There were lots of positive feedback on the 21 <sup>st</sup> Century Learning Conference.	
4.5 The review of School Development Plan targets was noted. RB reported on the development of the curriculum links with Primary schools. There was an early closure day last year in May which led to a series of visits to the Primary schools and also the Primary schools visiting KGV.	
KG 146.5 <b><u>PTSA Chairman's Report (SC/1011/3/2)</u></b>	
5.1 Council received the reports noted above. There was no PTSA rep and the Chair said that he met the PTSA Chair the day before and the financial issues were all sorted. The Council noted the PTSA felt that they would not be able to continue with the keeping of all lost properties due to the space constraint. CM said that she had a meeting with Lena, Rishika and Carol regarding how to handle the lost properties in the future. A new policy will be worked out and published and shared with the parents through newsletters.	
KG 146.6 <b><u>ESF Report – Latest Report dated 20<sup>th</sup> January 2011 (SC/1011/3/3)</u></b> <b><u>Latest Report dated 23<sup>rd</sup> February 2011 (SC/1011/3/4)</u></b>	
6.1 Council received the reports noted above. In HDQ absence John Stewart, Director of Facilities briefed the meeting. JS updated the Council that: <ul style="list-style-type: none"> <li>• Charles Caldwell was appointed the new HR Director effective 6<sup>th</sup> April 2011.</li> <li>• The Subvention Steering Group will meet with the Education Bureau regarding the Government subvention by the end of this month.</li> <li>• Angela Hui as the ESF Director of Development has resigned and will be leaving in June.</li> </ul>	

<u>Items</u>	<u>Action</u>
6.2 Council are interested to know the number of ESF students who have signed up for the ESL revision courses in the Easter holidays. JS to pass the data to PN to circulate.	JS
6.3 The KJS closure event will be on the 24 March at KJS Perth Street. JS to pass on the details to CM about the closure for sharing with the KGV community.	JS

KG 146.7 **Reports of Sub-Committees**

7.1 **Parents' Meeting (SC/1011/3/5)**

Council received the report noted above. KA briefed the meeting and commented that the meeting was productive. Council noted all the issues discussed in the meeting.

7.2 **Staffing Sub-Committee (SC/1011/3/6)**

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

There was a general discussion on the new appointments and Council noted that the turnover rate is low and similar to last year. RB updated that two more new appointments were made and reminded the School Council that the appointment information is confidential.

7.3 **Premises Sub-committee (SC/1011/3/7)**

Council received the report noted above. RN briefed the meeting and Council noted that the tenders had been returned on Monday. There will be 3 weeks for the evaluation work. School Council are welcome to attend the tenderer interviews if they are interested.

All

JS commented that the development progress was on track and talked through the utilities diversions and thanked people for their forbearance and thanked CM for all the work. CM briefed on the works that are now underway in school and those that will be done soon.

Council noted that there will be a mobile canteen set up when the existing canteen is demolished. There was a concern about students queuing up outside the mobile canteen during bad weather. Using octopus cards will speed up the transactions and there was a discussion on whether students can pay by octopus cards only or by both cash and octopus. There will be more discussions to take place.

7.4 **Finance Sub-committee (SC/1011/3/8)**

Council received the report noted above. CM briefed the meeting and presented the school surplus planning which had been tabled and approved at Finance committee. She suggested putting an additional \$300,000 to a contingency for the site redevelopment in case there are future financial requests coming up such as the purchase of mobile volleyball net subsequent to the temporary classrooms being constructed on the volleyball court. CM asked for the approval from the Council. Council had no questions and comments and approved this suggestion and the Chairman

signed the proposal.

**Items**

**Action**

7.5 **Curriculum Sub-committee**

This meeting had been cancelled due to the fact that most members had sent their apologies.

7.6 **Strategic Development (SC/1011/3/9)**

Council received the report and noted above. CM briefed the meeting and shared with Council the update on actions taken. Council noted that 24 tables were sold and there were a range of representations such as alumni, KGV staff, KGV and KJS parent community, Clearwater Bay School, and Sodexo etc. Dr Victor Fung and his wife were invited and Dr Fung will be presented the Principal's Award.

PV thanked CM and Anna Plakidis for their work over the last few months. It is noted that Ruth Barnes is joining the school as the Community Development Manager starting from 1<sup>st</sup> April and taking the responsibility for a lot of the development and fundraising work.

The Chair reminded that the funds received are now deposited in a separate account and the spending of the funds can only be approved by PV, EW and Mahesh Harilela. Council noted that further discussions are needed on how to manage and/or invest the funds.

7.7 **Student Reps Report**

There was no report from the student reps.

KG 146.8 **Chairman's Business**

8.1 The Chair mentioned that there is a disciplinary issue within the school involving a member of staff. It is being handled through ESF according to Disciplinary Policy. A Disciplinary Panel is established and a disciplinary hearing will be held shortly.

8.2 The Chair stressed that the matter is confidential.

KG 146.9 **Any Other Business**

9.1 There was no other business.

KG 146.10 **Date of next Meeting**

10.1 The next meeting is scheduled for 25<sup>th</sup> May 2011 in the Sarah Roe Centre Conference Room at 6:00 pm

All

The meeting ended at 7.32 pm.

Peggy Ng  
Clerk to School Council