

**Minutes of the 144th School Council Meeting of KGV
Wednesday 29th September 2010 at 6.00 pm in Sarah Roe Centre 1/F Conference Room**

Present:

Council Members:	Paul Varty (PV)	Chairman
	Ed Wickins (EW)	Principal (Secretary)
	Heather Du Quesnay (HDQ)	ESF Representative
	Kim Anderson (KA)	Parent elected Representative
	Karin Castagnet- Broeksmit (KCB)	PTSA Representative
	David Grady (DG)	Staff Representative
	Catherine Han (CAH)	temporary Community Representative
	Connie Hu (COH)	Staff Representative
	Roger Nissim (RN)	Community Representative
	Paul Tattam (PT)	Staff Representative

In Attendance:	Michael Jia	President of Student Council
	Melissa Zhang	Head Girl
	Peggy Ng (PN)	Clerk

Apologies:	Sarah Cook (SC)	PTSA Representative
	Deborah Eaglestone (DE)	Staff Representative
	Robert McRobbie (RM)	Community Representative
	Prem Kumar (PK)	Community Representative
	Michael Lintern-Smith (MLS)	Parent elected Representative
	Justin Lo (JL)	Support Staff Representative
	Susan Sams (SS)	Parent elected Representative

Items

Action

KG 144.1 **Apologies**

- 1.1 Apologies were received from SC, DE, RM, PK, MLS, JL and SS.
- 1.2 The Chairman welcomed Karin Castagnet- Broeksmit who is standing in for Sarah Cook on behalf of PTSA, and Catherine Han who has taken on the role vacated by Alex Chan. Alex will be away for one year as he has been seconded to Beijing by his company.
- 1.4 The Chairman stressed that Members are obliged to declare any interests. A Code of Conduct declaration of interest form was circulated. Members are asked to sign and return to Peggy if they have not done so.

All

KG 144.2 **Minutes of the 143rd Meeting held on 12th May 2010 (SC/0910/MM4)**

- 2.1 There was no comment on the minutes of the 143rd meeting held on 12th May 2010, which were taken as approved.

KG 144.3 **Matters arising from the Minutes**

- 3.1 Council noted that a number of useful meetings had taken place with John Stewart and Alan Howells and it is agreed that temporarily the first floor of the Sarah Roe Centre will be Sarah Roe School's resource and the second floor will be shared by the Languages Department and the PTSA administrator. The PTSA will be on the ground floor. The redecoration and furnishings will be done in January 2011.

Items**Action**

KG 144.4

Principal Report (SC/1011/1/1)

4.1 Council received the report noted above. EW briefed the meeting.

4.2 Council observed the following:

- The current student numbers are high and it may not be possible for the number to fall next year.
- Examination
Analysis and Evaluation was done within departments based on the examination results. The level of analysis is increasingly refined. Extended Essay and TOK results of 2009 were better than those of 2010.

Our number of students doing Bilingual Diploma is lower than other ESF Schools, only 1.9% in 2010. There was a discussion on the low number of students doing Chinese A at IB Diploma. One to one conversations will be arranged with the Chinese teachers about how to improve the retention rate both for heritage Chinese learners and non-Chinese learners.

EW

- CIS/WASC subsequent actions
Progress on facilities to be reported in January 2011. The CIS/WASC certificates were received and a CIS plaque will be presented to us when Geoff Wheeler goes to the EARCOS conference later in October.
- Curriculum
The international Diploma will be offered in Year 12 for the Applied Pathway students for 2011-2012. A consortium arrangement is being proposed and explored with Sha Tin College and Renaissance College, where we can deliver the BTEC as part of the International Diploma across the 3 schools. A creative learning hub will be off site probably somewhere in Fo Tan that will house some of the specialist courses. A broad agreement among the 3 schools will be made next week. Parents and students will then be notified in the options evening in November 2010. This will be ongoing for 3 years and reviewed afterwards.

EW

4.3 RN praised the Show "Joseph" on 22 June before the end of the last term.

KG 144.5

PTSA Chairman's Report (SC/1011/1/2)

5.1 Council received the reports noted above. KCB briefed the meeting.

5.2 KCB thanked ESF for collecting the membership fees.

5.3 KCB noted the suggestion of selling of the Alumni products in the PTSA.

Items

Action

KG 144.6 **ESF Report – Latest Report dated 3 June 2010 (SC/1011/1/3)**
Latest Report dated 10 September 2010 (SC/1011/1/4)

- 6.1 Council received the reports noted above. HDQ briefed the meeting.
- 6.2 HDQ flagged that the deadline for nominations of Parent Rep on the ESF Board is 30 September.
- 6.3 The Chairman reminded that there are four School Council training sessions every year. School Council members are advised to attend.

KG 144.7 **Reports of Sub-Committees**

7.1 **Parents' Meeting (SC/1011/1/5)**

Council received the report noted above. KA briefed the meeting.

EW informed that a comprehensive survey will be done in the Middle School about the number of students who are having private tuition in different subjects. The results will be available in the next few weeks.

The Parent Reps valued the opportunity to have the meeting with the Principal.

There was a general discussion about the way messages are fed back to parents.

RN asked what "STEPS" means. EW explained that it is a system that parents are able to access an actual piece of work and the way in which it is assessed, rather than a written report. This style of working will gradually replace reports.

Post meeting note: STEPS stands for Simple Target-driven, E-assessment Portfolio System.

7.2 **Staffing Sub-Committee (SC/1011/1/6)**

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

7.3 **Premises Sub-committee (SC/1011/1/7)**

Council received the report noted above. RN briefed the meeting.

The summer works was done on time and thanks went to Colleen Melvin.

Redevelopment

- Advanced works will start soon.
- PV and RN will represent the school and attend the ESF Major Building Committee when invited.

Items**Action****7.4 Finance Sub-committee (SC/1011/1/8)**

Council received the report noted above. EW briefed the meeting.

The Council agreed to adopt the Finance Policy and Schedule of Responsibilities and approved the proposed 2010/11 budget subject to the addition of a note on the budget paper to explain the projected balance figure. PN to send the papers to the Chairman for signing off.

EW
PN

7.5 Curriculum Sub-committee (SC/1011/1/9)

Council received the report noted above. All the issues arising from this Sub-committee were already picked up in other sections of this meeting.

PT supplemented that in recent IB appeals, 15 out of 65 students i.e. 23% had their grades raised by one grade.

7.6 Strategic Development (SC/1011/1/10)

Council received the report noted above. EW briefed the meeting. Council noted the action plans and that the Committee has made good progress.

The gala dinner is to be held on 2nd April 2011 in the Langham Place Hotel. More details will follow and the Council are asked to note this date. The Chairman thanked Angela Hui, ESF Director of Development and Prem Kumar who have been very supportive in organising this gala dinner.

All

7.7 Student Reps Report

MJ and MZ reported the recent happenings as follows:

- The Student Council has had meeting with Mr Edwards, Ms Beer and Mr Bradford and encourages an atmosphere of student feedback and hoped to involve students in decision making process. Tripods have been created, where two Middle School Vertical Tutor Groups (VTGs) and one Senior School VTGs will talk about school issues on a monthly basis.
- Senior prefects meeting with Mr Wickins took place. Prefects have helped in many areas. MZ has had conversations with Ms Hu and helped to encourage that the heritage group students can achieve good grades for IB. Pilot work on students' feedback to the Geography and English department is taking place. EW to follow this up with Letitia Lee, Deputy Head Girl.

EW

Items

Action

KG 144.8	<u>Chairman's Business</u>	
8.1	The Chairman reminded the Council of confidentiality. Council are advised to refer the media to ESF, Angela Hui for response if they are approached by any media people.	
8.2	The Chairman thanked HDQ and other ESF senior colleagues for attending the Sub-committee meetings which has improved the communication with ESF and very beneficial to the school.	
8.3	A list of dates of all meetings had been attached with the minutes of meeting held on 12 th May 2010. Council to note all the dates.	All
KG 144.9	<u>Any Other Business</u>	
9.1	There was no other business.	
KG 144.10	<u>Date of next Meeting</u>	
10.1	The date of next meeting is scheduled for 1 st December 2010 in the Sarah Roe Centre Conference Room at 6:00 pm	All

The meeting ended at 7.50 pm.

Peggy Ng
Clerk to School Council