

Minutes of 5th RCHK Council Meeting 2017 / 2018
4 pm on Wednesday 31st May 2018

Present:

Chairman	Anne Choi (AC)
Principal	Harry Brown (HB)
ESF Representative	Kirsty de Wilde (KdW)
Community Representative	Yat Kin Sin (YK)
Community Representative	Rebecca Chan (RC)
Community Representative	Edward Tang (ET)
Parent Representative	Yvonne Tse (YT)
Parent Representative	Eric Wong (EW)
Staff Representative	Sameera Ahmad (SA)
Staff Representative	Catherine Broome (CB)
Staff Representative	Katherine Evans (KE)
Secretary	Lucia Lam (LL)

Apologies:

Parent Representative	Jack Ng (JN)
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In attendance:

Business Manager	Samuel Hureau (SH)
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1. Welcome

AC welcomed everyone to the meeting.

Council passed a vote of thanks to KDW, who was moving to Switzerland. She will be replaced next year by Adam Hughes, the new ESF Director of Education.

2. Minutes of Last Meeting

The minutes were confirmed and approved.

3. Matters Arising

3.1 HB commented on the traffic controllers - 200k - their limited job description meets Shatin District's requirements but does not meet the College's expectations of the service. He was reluctant for their cost to be borne by the College and would explore with John Stewart for ESF to maintain the cost of this service at ESF Centre.

4. Principal's Report

HB spoke to his report previously circulated. He highlighted the following:

- new Secondary VP Jess Davey-Peel (from South Island School) joined RCHK after the Easter break.
- the RCHK 2018 stakeholders survey results, part of an ESF-wide biannual survey – the executive summary was discussed at the meeting.

- Areas to celebrate include high ratings for RCHK as a welcoming place where students feel they are thriving, safe & respected; they enjoy their campus & their learning and highly rate their education; staff enjoy their work & feel fulfilled.
- Areas for improvement include better communication of students' progress, and students feeling that teachers don't know their strengths & weaknesses.

Council discussion covered a range of points including the differences between primary and secondary sections, the current report which only provides a numbered grade, the challenges of getting to know all students individually, and advisors' and heads of years' holistic overview of the student.

Leadership team would be taking these recommendations on board.

- CIS/IB evaluation team will pay an introductory visit on 3 - 6 September. HB invited Council members to indicate their availability, and to respond to his new PA's email in August. Council agreed to the accuracy of the College's CIS Governing Body statement, drafted by JD.
- Y6 PYP exhibition 15 June 2018 – HB invited Council members to attend.

Business Manager's report – SH spoke to his report previously circulated.

- In answer to AC's question, HB replied that EDB had not yet approved the 5.9% fee increase.
- SH reported that the College was financially in a position to make earlier repayment on the ESF loan in order to save on interest. Council agreed to AC's suggestion that an approach be made to ESF taking into consideration two medium size works for 2018-2019.
 - New P.A. system (between 1 to 1.5MHKD)
 - Electricity supply – full capacity reached and so a new main switch need to be installed in 2018 - 19 – would be a major item of capital expenditure of between 2 – 3M HK\$.

5. Committee Reports

None

6. ESF School Council Report

KdW spoke to the latest report circulated earlier.

7. AOB

HB informed Council of LL's retirement. Alice Har will be her successor as the Principal's PA.

8. Date of Next Meeting - LL will email dates

The meeting was adjourned at 6:00 pm