

**Minutes of 1st RCHK Council Meeting 2015 / 2016
4 pm on Thursday 17 September 2015**

Present:

Chairman	Anne Choi (AC)
Principal	Harry Brown (HB)
ESF Representative	Ann Pearce (AP)
Parent Representative	Jack Ng (JN)
Parent Representative	Kathleen Ahrens (KA)
Parent Representative	Whyment Lee (WL)
Staff Representative	Lesley Harrison (LH)
Staff Representative	Concettina Ventura (CV)
Staff Representative	Katherine Evans (KE)
Secretary	Lucia Lam (LL)

Apologies:

ESF Representative	Belinda Greer (BG)
Community Representative	Allan Li (AL)
Community Representative	Ed Lavish (EL)
Community Representative	Shirley Ma (SM)

In attendance:

Business Manager	Samuel Hureau (SH)
Head of Secondary School	Carol Larkin (CL)
Vice Principal – Secondary	Stewart Redden (SR)
Student Council Representative	Ike Park (IP)
Student Council Representative	Cherry Wu (CW)

1. Welcome & Introductions

AC welcomed AP who is attending in place of BG. HB introduced CW and IP, student council representatives attending RCHK Council for the first time.

2. Declaration of Interest

AC reminded members to submit their declaration of interest forms to LL.

3. Confirmation of Minutes of Last Meeting

The minutes were confirmed.

4. Matters Arising

Item 8 – AOB – confirmation from ESF on College’s retention of DOA payment. HB reported that Vivian Cheung had emailed him confirming what BG has verbally stated, that ESF’s investment will be recouped in 2021/22, and there would be ongoing discussion thereafter. HB added that the annual admin charge plus the 10% set aside for scholarship still leaves the college with a

larger proportion of fee income than other ESF schools, who have to contribute towards the cost of the ESF centre's operation.

5. Primary Block Extension

Progress proceeding as scheduled and on track, with no disturbance to students during this phase of underground work. Secondary classrooms could be used to accommodate primary classes as needed, after mid-term break.

6. Council Self-Evaluation

Council conducted the self-evaluation exercise according to the table circulated. (See attached). AC asked for any additional remarks to be included.

HB reminded Council that KA had asked how the College would motivate more girls to study higher levels Mathematics and Science. HB added that this was a frustrating world-wide issue with no easy solutions. Whilst RCHK girls aiming for medicine have pursued Chemistry & Biology, there have been fewer girls studying HL Maths and Physics at Diploma and focusing on STEM courses at university. Staff will continue to monitor our numbers and motivate girls to explore these options.

IP asked why students could not apply to more than 6 universities. HB explained that 6 was a good enough number, and one that the College staff could properly support with high quality individualized reference letters that university admissions recruiters are looking for. To support 8, 10, 12 applications would create an impossible burden on Year 13 teachers. The 6 application limit is common practice across ESF schools. However, as many as 8 applications could be supported under special circumstances. LH added that the 6 helped students to really focus on their rationale for choosing which country and which university.

7. Principal's Report

SR delivered a presentation on this year's IBDP results. (see attached). Questions and discussion followed.

HB spoke to the Principal's report which was previously circulated. He drew council's attention to staffing and premises updates. Water tests for lead and heavy metals were conducted and all samples' results were "within permitted limits". The primary school and secondary school 2015 - 18 strategic plans were shared and a College-wide strategic plan will be presented to Council by the end of the year.

SH spoke to the BM reported previously circulated. The total cost of the Primary Block extension is:

- 93 MHKD for the works (including a 4th floor and all the internal fixtures)
- 6 MHKD for the consultancy fee
- 6.5 MHKD for the furniture

He specifically briefed Council about the repayment of the loan to finance the Primary Block Extension. According to a written communication from ESF, the rate of interest in the following years could vary and would depend on whether ESF itself needs to seek an external loan in future years. The College is advised to use as many Non-

refundable Building Levy and Nomination Rights as possible to minimize the initial loan and repay capital as much as possible each year to minimize on interest charges.

Council approved two action items put forward:

- 1) New teacher recruitment – for HB to attend Search Associate Fairs in Toronto, Bangkok, London as well as the CIS Fair also in London.

8. **Committee Reports**

The minutes of staffing and finance committees had been circulated. AC announced that SM had agreed to replace EL as convenor of the finance committee.

9. **School Council Report**

Noted

10. **A.O.B.**

AC moved a vote of thanks to show Council's appreciation of EL's contribution to the work of the Council, particularly over the College's finances.

11. **Date of next meeting** – 19 November 2015

The meeting was adjourned at 5:45 pm