

Summary Report of the Discovery College School Council Thursday 26 February 2015

Present: Simon Wong, Alfred Wong, Catriona Tuimaka, Frederic Guiral, Jason Edwards, Jennifer Ho, Kitty Cheng, Margaret Burnett-Hinch, Mark Beach, Pat Romano, Vivian Cheung

Apologies: Stephen Peaker

1. **ESF Board Report of 28 January 2015**

Accepted as read.

2. **Finance & Property**

Internal Audit – ESF completed the annual Discovery College Internal Audit in December 2014, with improvements noted since the last internal audit report. No significant concerns were noted for this year.

Strategic 50-year maintenance plan

- Approved to appoint EC Harris to complete this work.
- The school will send scope and tender documents for EC Harris and Faithful & Gould to our School Council member, Alfred Wong, who will review and feedback any comments before we appoint.

3. **Staff Wellbeing Sub-Committee Report**

We had some new teaching staff join us immediately after Christmas. This does not happen every year, however, we had some teachers return to NZ and Australia in December.

Resignations for July 2015 stand at 8, giving a very low attrition rate of around 7%. Recruitment is going well with just a few remaining positions to be filled.

Head of Primary, Chris Barr, is due to commence in the Head of Primary role at the start of Term 3 (Monday 13 April). Chris is being kept informed of school matters and he will attend meetings whenever possible, including the ESF Primary Principals Committee meetings. In the interim, regular meetings have been taking place across management to ensure tasks associated with HoP are covered and to discuss any issues arising.

School Council agreed to hold annual breakfast reception for staff on Friday 20 March.

The sub-committee's name has been changed to **Staff Wellbeing Sub-Committee**.

4. **Principal's Report**

Foreshore Development – Work on the foreshore continues apace. The soil excavation was completed over the Christmas holidays and the contractors are currently installing the sub-soil drainage and retaining walls. The DC PTA has agreed to cover the costs of the drinking fountain, some shade and a storage shed for sports gear.

Admissions Policy – as per all other ESF schools, DC has been requested by the ESL Directors to reinstate the priority for interview/assessment to students attending ESL kindergartens. The School Council will request that the introduction of this be delayed a year to not disadvantage families who were told that the priority had been removed.

5. **AOB**

Canopy – A contractor qualified and able to manage the maintenance of the roof canopy was found at the end of the last school year. Major works were completed over summer 2014. An inspection of the entire canopy was carried out over this period this period and the contractor has made recommendations for further repairs over the next 3 years totaling \$4.3M. These have been submitted to ESF for confirmation.

2015-16 School Fees – A discussion was held over the 2015-16 school fees. After a lengthy discussion, it was agreed that the School Council would support a 6.6% fee increase, as previously advised to the parent community. 2015-16 DC school fees will be communicated to the community on Friday 20 March, along with all other ESF schools.

School Development Plan – Mark Beach advised the SC members that the Service Agreement between Discovery College, ESF Education Services Limited and the HK SAR expires on 29 May 2016. As requested by EDB one year in advance, DC has submitted the renewal application, including a second School Development Plan.