



## Summary Report of the Discovery College School Council Thursday 22 September 2016

**Present:** Simon Wong, Chris Geary, Jennifer Ho, Kitty Cheng, Mark Beach, Pat Romano, Paul McMaster, Vivian Cheung

**Apologies:** Catriona Tuimaka, Jason Edwards, Margaret Burnett-Hinch, Stephen Peaker

James Smith (Head of Secondary), Brian McCann (VP/Diploma Coordinator) and Susie Blomfield (Higher Education Counsellor) presented to the Council the IB results and university placements for the class of 2016.

This year's results were the best ever and continued an upwards trend in all areas. The average for 2016 was 35.3 points, against a world average of 30.2 points. In addition, two DC students achieved a perfect score of 45 points, an outstanding achievement considering that only 1 in 500 students does this.

### 1. Finance and Property sub-committee

The P&L accounts to 30 June 2016 were approved.

The sub-committee approved the purchase of 60 Chrome books and licenses from Senco - \$130,680.

The sub-committee approved Green Pagoda as the DC printer for 2016-17.

### 2. Student Wellbeing sub-committee

Student Leadership Roles in DC were presented at the sub-committee meeting by a group of enthusiastic secondary and primary students. They outlined the leadership roles they had undertaken, including duties, responsibilities and time commitments.

### 3. Staff Wellbeing sub-committee

DC to attend the four recruitment fairs for 2017, including both the Search and CIS fairs in London:

- Search Bangkok (8-11 January)
- Search London (13-16 January)
- CIS London (18-22 January)
- Search San Francisco (10-13 February)

Sick Leave Management

ESF revised the Sick Leave Policy by including a section entitled Implementation of Sick Leave Management at the end of last year.

Changes to Unpaid Leave procedures

ESF leave policies cover things such as Sickness, Maternity, Paternity, Adoption, Annual, Examination and Study leave. All other forms of leave, including Compassionate, Jury Service, International Sports, Interview and Unpaid leave, are covered in the Other Forms of Leave Policy. Revised guidelines for staff have been written, providing greater clarity and consistency.

ESF Executive Leadership Conference

1-2 December - a two-day Executive Leadership Conference will be held for Principals, Heads of School and ESF SM.

5 December - an all-day Senior Leadership Conference will be held for Principals, HOS and Vice Principals at ESFC.

Staff & Family BBQ

A Staff & Family BBQ was held at Cheung Sha Beach on Friday 26 August. Over 150 staff, partners and children attended.



#### 4. Principal's Report

A Sister School Agreement between Kardinia International College in Geelong, Victoria, Australia and DC as defined by the Memorandum of Understanding was approved. This agreement includes the possibility of staff and student exchanges, the sharing of teaching and learning practices. The two schools are both K-12 IB schools and already have a number of factors in common.

##### Lateness

Continuing the focus from last year on student punctuality, lateness to school is now recorded on school reports. Arriving at school at 8.20am or after is deemed 'late'. This year, the number of 'lates' recorded on school reports will be accompanied by the following descriptor comments:

0-4 days – acceptable

5-9 days – area of concern

10 or more days – unacceptable

In addition, parents will be contacted by email if a student is absent for 5 days, a phone call when it reaches 10, and a request to parents to come and speak with senior staff if their child is late more than 15 times.

The data for the start of this year has seen a 50% decrease in the total number of lates, as well as the number of individual students with significant numbers of lates.