



**Summary Report of the Discovery College School Council
Wednesday 22 February 2017**

Present: Simon Wong, Catriona Tuimaka, Jason Edwards, Jennifer Ho, Kitty Cheng, Mark Beach, Maggie Hinch, Paul McMaster, Susie Morley

In attendance: Pat Romano (DC Business Manager), John Stewart (ESF Director of Facilities), Ann Chan (ESF Senior Executive – Financial Control)

Apologies: Amy Freed, Chris Geary, Vivian Cheung

1. Discovery College Budget 2017-18

Ann Chan joined the meeting and gave the Council Members a briefing on the Draft 2017-18 budget. The school has been able to maintain the 6-year budget forecast in enrolment, income and expenditure, with no changes needed in relation to the advertised annual school fee increases.

The Draft 2017-18 Budget was accepted. The final budget needs to be approved by the ESL Directors.

2. Finance and Property sub-committee

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

Lift & BMS (Building Maintenance Systems) contract renewals – Kone, our current contractor, was the cheapest tender for the Lift Contract. BAS, our current contractor, was the only tenderer and other invited tenderers declined. The F&P sub-committee approved Kone for lift and BAS for BMS maintenance contracts for 2017-20.

Roof canopy – The cost of getting Vector-Foil to come to HK to provide a cost of works for the canopy for 2017-20 were approved.

3. Student Wellbeing sub-committee

The sub-committee invited two DC alumni to attend the SWSCM to share their university experiences in connection to DC, their transition to University from DC and their preparedness and course suitability. HKU and HKUST are very demanding with huge classes, little opportunity for direct dialogue with lecturers, and very exam driven. The students suggested some ideas to prepare for these types of universities, although said that they would not want to see DC lose the very student-centered and holistic approach to education. Academically the students felt that that they were well-prepared.

A second group session for overseas alumni will be held in March/April.

4. Staff Wellbeing sub-committee

New Teacher Feedback – Reports from new teaching staff is very positive. One potential area for improvement is loss of accumulated sick leave when changing from ESF to PIS.

Recruitment – Started well. We have total 111 teaching staff with 13 leaving. Attribution to promotional positions (especially within ESF) continues to lengthen the process.

Review of annual SC staff breakfast – SC members agreed to join the DC staff/family BBQ, usually held on the last Friday of August.

5. Principal's Report

2017-18 Student Numbers – Y1 applications for 2017-18 are very positive with 371 applications received for 120 places. This is a 40% increase over 2016-17, partly due to the opening of the new ESL Tung Chung kindergarten. Y7 & Y8 for 2017-18 are anticipated to be at capacity (120 in each year group) for the first time since the school opened.

CIS/WASC Accreditation – DC is undertaking the entire accreditation process again, which is a requirement under the new CIS Standards. A Preparatory Visit by two CIS/WASC staff is planned for the 26-29 September 2017. As part of the Self Study, the DC community, including School Council, will



be required to participate in stakeholder surveys. After the Self Study, a Team Visit will occur in November 2018 and the Team will request to meet with School Council to look specifically at Governance and Leadership. The November 2018 Visit will include a 3-Programme IB Evaluation Visit as part of the regular 5-year cycle.

2017-18 School Terms and Dates – Following our discussion at the November meeting and in consultation with ESF, we have agreed on the Option B Calendar for 2017-18. This aligns our start date with ESF, retains the 3-week Christmas break, and has us finishing 2 days earlier than other ESF schools due to the placement of two of our CPD days (one day prior to the start of the year and one on a Saturday).