



## **Summary Report of the Discovery College School Council**

**Tuesday 2 March 2021**

**Present:** Belinda Greer, James Smith, Kris Stanhope, Mamta Mukherjee, Andrew Miller, Chris Geary, Susie Morley, Pushkar Sane, Kevin Rydeard, Eric Lee

**In attendance:** Monica Ling (PA to Principal), Ann Chan (ESF Senior Executive - Financial Control), Carmen Lau (ESF Internal Auditor)

**Apologies:** Henry Wong, Karen Kwan

### **1. Finance and Property subcommittee**

The results of the 5-year internal audit were presented.

The following items were approved at the subcommittee meeting:

- the appointment of Chubb Hong Kong Limited to provide maintenance of the Fire Safety System for the period 1 August 2021 - 31 July 2026
- the appointment of Green Pagoda for all College's publications for the academic year 2021-22
- the updated Finance Operating Manual incorporating the changes in the ESF Procurement policy

The School Council approved at the meeting:

- the full year P&L as at 31 December 2020
- the 2021-22 budget
- the appointment of Merry China Asia Limited to provide Plumbing & Drainage / Drinking Fountains / Sanitary Fitments services for the period 1 September 2021 - 31 August 2026
- the extension of the contract for school catering with Compass Group Hong Kong Limited (Chartwells) to 31 August 2023
- the receipt of a donation from DC PTA for Jurassic Garage to run a series of educational events

### **2. Student Wellbeing subcommittee**

Primary is using Word inquiry to develop a word conscious culture. This approach has a strong connection to two of the 5 DC outcomes - "Achieve Highly" and "Be Internationally Minded".

Work is underway for a Secondary Timetable Reform to better align with the 5 DC outcomes and improve the student experience. The final new timetable will be implemented in 2021-22.

Diploma Programme exams are planned to go ahead in Term 3. Safety arrangements will be in place.

### **3. Staff Wellbeing subcommittee**

All advertised 2020-21 teaching vacancies to date have been completed.

### **4. Principal's Report**

At a briefing in early February, Ms Priscilla To, Deputy Secretary for Education informed international schools about their responsibilities under the National Security Law. These include observing the underpinning principles of the law and encouraging effective citizenship. As DC has strong practices in these areas already the briefing offered reassurance about the validity of this approach. International Schools do not have to change their curriculum to incorporate teaching materials published about the National Security Law as these have been designed for implementation in local schools.

The new ESF Substance Misuse Policy is now available. It provides clear expectations and responsibilities for all ESF staff, students and parents with regards to handling substance misuse matters.

The Facilities Hiring Policy was been ratified by the School Council.



**5. Any Other Business**

None