

Minutes of 1st RCHK Council Meeting 2024/25

4 pm on Thursday 4th September 2024

Present:

Chairman	Lisa Lau (LL)
Principal (ex-officio)	Harry Brown (HB)
CEO's nominated representative	Mark Blackshaw (MB)
Community Rep/ Finance Sub-com Chair	Gideon Ho (GH)
Community Representative	Earl Deng (ED)
Community Representative	Peter Pang (PP)
Parent Representative	Mehul Tanna (MT)
Parent Representative	Jerry Siu (JS)
Staff Representative	Rhys Thomas (RT)
Staff Representative / Staff Sub-com Chair	Katie Stears (KS)
Secretary	Alice Har (ALH)

Absent with Apologies:

CEO (ex-officio)	Belinda Greer
Parent Representative	Irene Wang (IW)

In attendance:

Business Manager	Anney Chan (ASC)
Head of Secondary	Geoff Wheeler (GWH)
Vice Principal of Secondary	Jess Davey-Peel(JDP)

1. Welcome and Introduction (LL)

LL welcomed everyone in the meeting room and ED via Zoom. Secondary teacher, Rhys Thomas replaced Sinita as our new staff representative.

2. Renewal of employment contract for the principal 2025-2027 (MB)

MB proposed the request to the council while HB and ASC were outside the meeting room. The renewal of the employment contract for HB was unanimous during the meeting.

3. IBDP/CP exam results for the Class of 2024 (JDP)

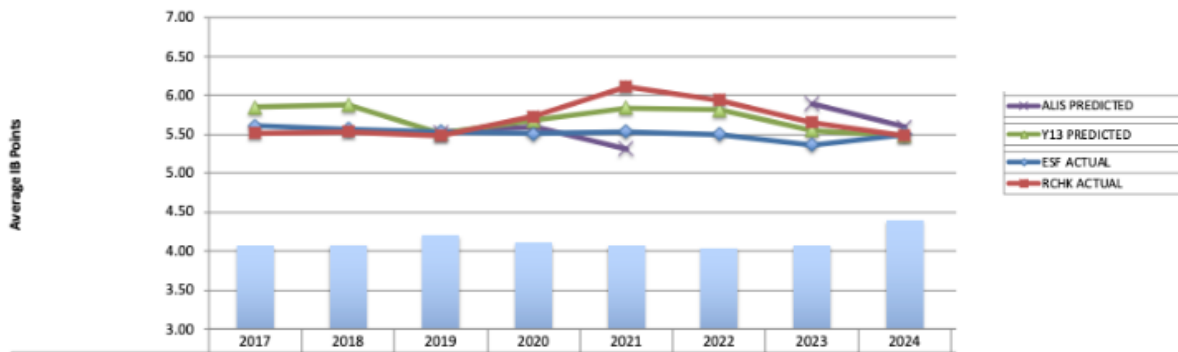
3.1 School CP statistics (May 2024) -

- Number of candidates: 6 (class 2024)
- Pass rate: 100%
- Highest reflective project mark (out of 36): 32
- Average reflective project mark: 21
- The average grade obtained by candidates who achieved the CP: 5
- SCAD GPA averages:3
- Australian Guild of Music - Music Instrument and Technology: Distinction (GPA average 3)
- International Culinary Institute & Hospitality and Tourism Institute: Distinction
- Musical Theatre with Hong Kong Academy for Performing Arts (APA): Merit
- The above scores achieved in the Reflective Project are indicative of the candidates' strong independent research skills.

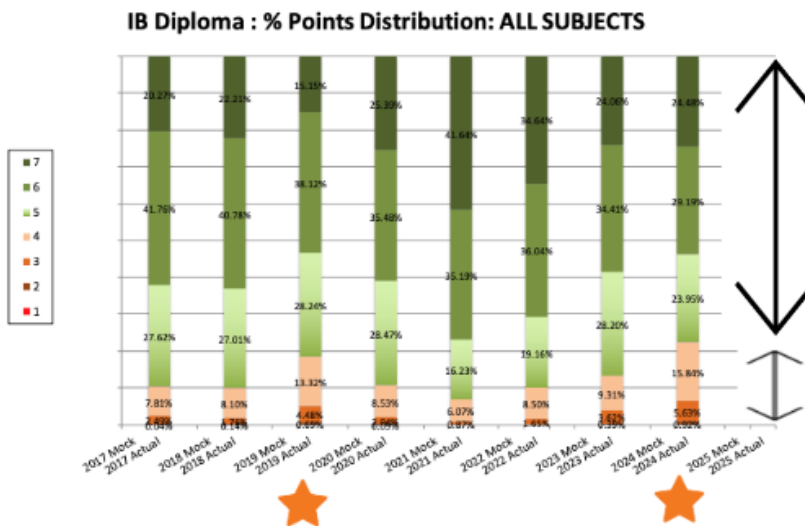
3.2 DP headline figures (May 2024):

Number of students entered for the full diploma	109
Number of students achieving the full diploma	106
Pass rate (%)	97.2%
Bilingual pass rate (%)	100%
Mean point score for IB Diploma Students	36
% of students achieving 30+ points	81%
% of students achieving 35+ points	60%
% of students achieving 40+ points	29%
Mean grade for all students	6 (5.5)

3.3 May 2024 Results Trends:



3.4 Percent points distribution – all subjects



- Evidence of top scorers holding strong

3.5 Results from 2017 to 2024



May 2024 Statistics

	RCHK 2017	RCHK 2018	RCHK 2019	RCHK 2020	RCHK 2021	RCHK 2022	RCHK 2023	RCHK 2024	2023 vs 2024
Number of students entered for the full IB Diploma	135	133	137	127	129	126	127	109	18
Number of students entered for IB CP (including Bilingual)	0	1	8	3	6	4	4	6	+2
Number of students 'not awarded' the IB Diploma	1	2	7	0	0	0	3	3	0
% of students awarded the IB Diploma (including Bilingual)	99.3%	98.5%	94.9%	100.0%	100.0%	100.0%	97.6%	97.2%	-0.4%
% of all Diploma Students awarded the Bilingual Diploma	42.2%	39.8%	30.7%	37.0%	27.9%	19.8%	26.0%	26.6%	+0.4%
Mean points score (for those who achieved the IB Diploma)	35.0	35.2	34.8	36.6	38.8	38.0	36.6	36.0	-0.6
% of students achieving 30+ IB Diploma points	87.4%	85.0%	85.4%	91.3%	96.1%	92.9%	92.9%	80.7%	-12.2%
% of students achieving 35+ IB Diploma points	54.1%	63.2%	51.8%	65.4%	81.4%	75.4%	67.5%	-59.6%	-7.9%
% of students achieving 40+ IB Diploma points	17.0%	22.6%	17.5%	35.4%	50.4%	46.0%	31.0%	-29.4%	-1.6%
Mean grade for all subjects	5.50	5.54	5.44	5.72	6.11	5.94	5.65	5.5	-0.15
Mean Core Points (for Extended Essay and TOK)	1.97	1.94	1.88	2.09	2.07	2.17	2.03	2.10	+0.7

- Comparisons year on year to shape practice. COVID was a bit of a disruptor, so last year, used 2019 as the closest comparison (as this was the year we returned to fully traditional grade boundaries/ weightings), but at the stage where school can revert to reflecting on yearly trends as things have stabilised.
- Main point scores: The average point score is secure. Students with 38 plus are looking at selective, students with 40 plus are highly selective. Limited variance at the top end (40 plus points).
- Mean Core Points for EE & TOK - taken by all DP students. Max is 3 points, so pushing averages up in this part reflects a whole phase effort to make sure students are able to secure bonus points where possible (EE and TOK).

3.6 Looking forward



May 2024 Statistics

	RCHK 2018	RCHK 2019	RCHK 2020	RCHK 2021	RCHK 2022	RCHK 2023	RCHK 2024	RCHK 2025	RCHK 2026	
Number of students entered for the full IB Diploma	135	133	137	127	129	126	127	109	147	145
Number of students entered for IB CP (including Bilingual)	0	1	8	3	6	4	4	6	11	14

There is a rise in cohort numbers, and standards need to remain the same.

3.7 Subject groups

	RCHK 2017	RCHK 2018	RCHK 2019	RCHK 2020	RCHK 2021	RCHK 2022	RCHK 2023	RCHK 2024	
Mean grade for all subjects	5.49	5.54	5.44	5.73	6.11	5.94	5.65	5.5	
Mean grade: Group 1 - Language A	5.51	5.52	5.64	5.83	5.96	5.91	5.47	5.4	★
Mean grade: Group 2 - Second Language	6.03	5.86	5.69	5.96	5.91	5.98	5.74	5.6	
Mean grade: Group 3 - Individuals and Societies	5.76	5.66	5.58	5.76	6.31	6.09	5.87	5.7	
Mean grade: Group 4 - Experimental Sciences	5.17	5.35	5.23	5.42	6.10	5.97	5.51	5.4	
Mean grade: Group 5 - Mathematics and Computer Science	5.14	5.45	5.13	5.69	6.15	5.87	5.79	5.4	
Mean grade: Group 6 - The Arts	5.94	5.41	5.39	6.00	6.22	5.51	5.25	5.0	★
Mean Core Points (for Extended Essay and TOK)	1.97	1.94	1.88	2.09	2.07	2.17	2.03	2.01	

- To analyse Chinese A results. No students scored a level 7 (across ESF).
- When correlating students' scores with their English scores (the course is the same), they score more highly in English. Investigate reasons for that, i.e. in touch with IB.
- Lower attainment in English Lit compared to English Lang Lit. Will make sure the course selection here is the best fit for students.

3.8 Continued approach to reflection and forward planning

- Heads of the department have been provided with data (class, teacher, subject, level, component, cohort, ESF, etc) and share their analysis with us, with identified strategies for improvement.
- This process is used to inform departmental strategic planning in line with the secondary strategic plan.
- Mid-year checkpoints for progress are set.
- Students are tracked at the coordinator level, heads of department level and teacher level with pastoral support throughout.

3.9 Approach to reflection and forward planning

- Finalising consistency in curriculum planning documentation
- Working closely with Y11s on course selection (i.e. language selection, SSST provision, suitable Math choices). Building a broader support network.
- Unpacking Chinese A and group 6 results trends
- Supporting larger cohorts (i.e. EE advisors)

4. **Confirmation of minutes of the last meeting**

The minutes were confirmed and approved without amendment.

5. **Matter arising**

None.

6. **Principal's Report (HB)**

6.1 Number on roll: A record enrolment. 992 in the Primary School and 1142 in the Secondary School = **2134** students College-wide.

6.2 Staffing issues: All new teachers arrived on time for the start of school. This year is a record-low attrition rate for faculty, with only three new in Primary and six in Secondary - half of those new hires for the additional student numbers. Support staff and EA positions are also mostly filled.

6.3 Premises Issues:

6.3.1 Summer works projects were completed as planned. The final major campus restroom upgrade was finished in the PAC. The proposal for the Sports Hall renovation is still being reviewed by ESF and the College but is expected to begin in May 2025.

6.3.2 Sodexo, our new food service provider, is up and running. Business Manager, Anney Chan is in regular contact with the canteen manager and the Sodexo representative to address issues as they arise.

6.4 Action items:

Seek approval of "Authorization of Delegation (The Principal has delegated signing authority to the Business Manager for the following matters, seeking the Council's approval of this delegation):

- 1) Approval of any orders for goods and services up to the value of HK\$200,000, provided such orders do not exceed the School Council-approved budget.
- 2) Approval of purchase requisitions raised by the Head of Primary, Head of Secondary, and Vice-Principal of Learning Technologies.
- 3) Approval of any single purchase with a value exceeding HK\$10,000 that not going to call competitive quotations (Non-competitive Bidding application) in case of a narrow market with limited potential sources to meet the requirements of a number of quotations.

The council approved all of the above three items.

6.5 Results from the RCHK College Council Survey 2023-24:

RC used the ESF school council survey online system to conduct the survey. The report was generated on 23 August 2024 and shared with the council members before the meeting. It was reviewed during the meeting.

7. **Business Manager's Report (ASC)**

7.1 P&L Report as of 31/07/2024

7.1.1 Incomes

- Tuition fee income is significantly above the forecast. Enrollment has consistently exceeded 2,093 students compared to a budget based on 2,082 students.
- Interest income is very strong. Admission fees are also above the forecast.
- Rental income is slightly behind expectations but has returned to pre-COVID levels.

7.1.2 Expenditures

Staff expenditures (73% of total expenses) are within the forecast, as are most other expenses. However, five budget lines exceed the budget:

- General office expenditures
- Training and development
- Utilities (water and electricity)
- Communications
- Teaching materials due to various school events (musicals, murals, sports events, etc.)

7.1.3 Interim result

- As of July 2024, there is a surplus of HKD 15M, indicating an exceptionally good year.

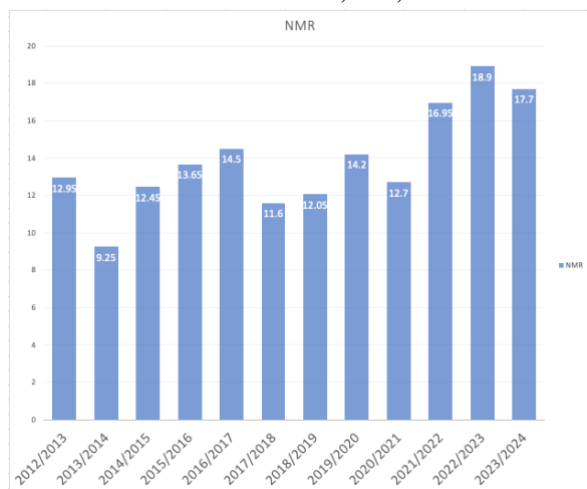
7.2 BUDGET 2024/2025

- Budget done on 2,120 students (compared to 2,082 students this year). The actual number of students on board now is 2134.

7.3 NMR UPDATE

2023/2024 (for the academic year 24/25)

- 62 NMR applications have been received so far (48 for Y1 and 14 for Y2 and above)
- 44 total payments already (17 from ESF KGs)
- 2 offers declined
- 12 unaccepted and refund
- 4 under review
- Amount to Total HKD 17,700,000



7.4 CAPITAL EXPENDITURES 2023/2024 - Completed (FUNDED BY NOMINATION RIGHTS AND BUILDING LEVIES)

- Toilets refurbishment Performing Arts Centre toilet at GF (Boys, Girls and Accessible) (4th phase - Summer 2024) HKD 2.2 M

7.5 CAPITAL WORKS PROJECTS FOR 2024/2025

7.5.1 **Sports Centre Renovation** (5th phase of the Toilets refurbishment - Summer 2025) - provisional budget of HKD 23.5M with the possibility of other costs involved (To be confirmed)

- Sports Centre (G/F) – 46.2 m² PE store room
- Sports Centre (1/F) – 36.9 m² extension of lifeguard office
- Sports Centre (2/F) – 41.6 m² new meeting room
- Sports Centre (3/F) – 69.0 m² new Student Changing Room
- Sports Centre (4/F) – 166.6 m² new PE office, Weight Room & staff toilet
- Sports Centre (5/F) – 32.6 m² new meeting room

7.5.2 **New access card system** – different stages on 24/25 and 25/26 - provisional budget of HKD 2.2M

7.5.3 **A series of feasibility studies (budget TBC)**

- Refurbishment of the PAC building (Addition of a mezzanine floor)
- Feasibility study for covering the PAC rooftop.
- Feasibility study for constructing a new building at the school's car entrance (Annex Block), approximately 1,200 m²

7.6 EXPENSES ABOVE HKD200,000 SINCE LAST COUNCIL MEETING

- Primary new furniture for Y1, Y2, Y3 and Y4/ Elite's Choice HKD 265,620.16 & Furnware HKD 349,755)
- Anti-Slip vinyl Flooring (Staircase PS 1F to RF, SS GF to 6F)/ Omnific HKD 523,919.60
- Assembly Hall (PAC) chiller system maintenance contract (1 year)/ TICA-SMARDT HKD 240,000
- MacBook Air 13.6 inch 170Unit / Senco HKD 1,648,150
- Toilet Renovation- Performing Arts Centre at GF / Hon Fung HKD 2,183,010
- Wizoffice to be the Primary Stationery supplier 24/25 (Y1-Y6)/ Tenders organized by ESFC
- One-off concession rent for Sodexo: Early release of Secondary students on Fridays was not mentioned in the tender specifications
 - Settle an agreement for HKD 500,000 (one-off) to cover an estimated loss at 660,000 HKD per year
 - 2024/2025: pay HKD 350,000 annual rental instead of HKD 600,000
 - 2025/2026: pay HKD 350,000 annual rental instead of HKD 600,000

7.7 LIST OF EXTERNAL USERS

- Arsenal Soccer School (Football)
- ASA - Active Kids Academy (Chess)
- ASA - Babel Filming – China Windwall (Filming)
- ASA - Judy Liu Dance Company (Dance)
- ASA - Perry Ge (Debate Club)
- ASA - Stemex Learning Centre (Stem Program)
- ASA - Twiga Pottery (Clay Club)
- ASA - World All Styles Martial Arts Association (Karate)
- Asia Pacific Soccer (Football)
- Dali Swim Club (Swimming)
- Dream Sports Academy (Basketball) *10% off due to a limited number of players
- ESL Languages (English, Spanish, Coding)
- ESL Sports (Swimming, Basketball, Gymnastics., Football, Kung-Fu, Fencing)
- Faust International Limited (Drama)
- Hong Kong Church Of Christ (Sunday Mass)
- Hong Kong Football Rugby Union (Rugby)
- Hong Kong Star Basketball Training Limited (Basketball)
- Hong Kong Youth Soccer Academy (Football)
- Honor Sport (Badminton) *10% off due to a limited number of players
- Language One (Dutch Language)
- RCHK Swim Club (Swimming) – Special Price (RCHK Students-Only)
- (Swimming) every Tuesday and Thursday from 6:00 PM to 9:00 PM, with 3 swimming lanes provided to them. This NGO provides free swim lessons to domestic workers, refugees, and children from low-income families
*Free of charge
- St Georges Badminton Club (Badminton) *15% off due to a limited number of players
- Utah Lee (Yoga/Fitness For Staff Only – Flat Fee)

8. **Committee Reports**

8.1 There is no committee report.

9. **ESF School Council Report (MB)**

9.1 ESF-wide CPD Day is on 21 Sept. Teachers and EA are engaged and meet in subject-based and job-a-like groups for the event.

9.2 School council induction training is offered by ESF Governance Team. Council members are welcome to join. (Post meeting notes : AH arranged it with the team in ESFC for members who would like to join in early November.)

9.3 This year Chairman’s Awards ceremony took place at Island School. It was a remarkable evening. The number of students started from Kindergarten to primary to secondary shown that they are benefited from the full ESF education.

- 9.4 Y9 Limitless was very successful last academic year. ESF is engaging in the 2024-25 programme and the year 9 students across ESF. Eight passionate ESF teachers keen to join the next expedition “down under” in Queensland Australia.
- 9.5 Sai Sha Kindergarten have been announced to be opened between Wu Kai Sha and Sai Kung in 2026. It can accommodate 300 students. Students who attend Sai Sha will be guaranteed a place at ESF renaissance College. The existing kindergarten in Tung Chung will cease operations at that point and will move to Sai Sha.

10. Date of Next meeting

7 Nov 2024

(Meeting adjourned at 5:17 p.m.)