

Minutes of 3rd RCHK Council Meeting 2023/24

4 pm on Wednesday 31st January 2024

Present:

Chairman	Lisa Lau (LL)
Principal (ex-officio)	Harry Brown (HB)
CEO's nominated representative	Mark Blackshaw (MB)
Community Representative	Peter Pang (PP)
Community Representative	Gideon Ho (GH)
Parent Representative	Irene Wang (IW)
Parent Representative	Mehul Tanna (MT)
Parent Representative	Jerry Siu (JS)
Staff Representative	Rhys Thomas (RT)
Secretary	Alice Har (ALH)

Absent with Apologies:

CEO (ex-officio)	Belinda Greer
Staff Representative	Anney Chan (ASC)
Staff Representative	Katie Stears (KS)
Community Representative	Earl Deng (ED)

In attendance:

Business Manager	Samuel Hureau (SH)
VP of Secondary	Jennifer Whitehair (JW)
Head of Primary	Jason Doucette (JD)
Acting VP of Primary	Tina Lambert (TL)
RAPT co-chair	Eddie Chow (EC)

1. Welcome and Introduction

LL welcomed everyone in the meeting and invited TL to start the PYP presentation and JW to present the MYP Results 2023.

1.1. Standardized Assessments in the Primary School 2023-2024 (TL and JD)

1.1.1 Assessments

Three standardized assessments administered in primary school:

1. BASE (Year One: September 2023 & June 2024)
2. InCAS (Year Three: November 2023 and Year Six: May 2024)
3. ISA (Year Four: September 2023 and Year Six: September 2023)

(The above assessments are used across all ESF schools.)

1.1.2 Results

BASE: Strong Y1 baseline results in literacy and numeracy. The data shows a diverse range of learners. Data has been analysed by the Y1 team at this stage but, after the

assessment is repeated in June, the data will be shared and analysed by the Y1 and Y2 teams.

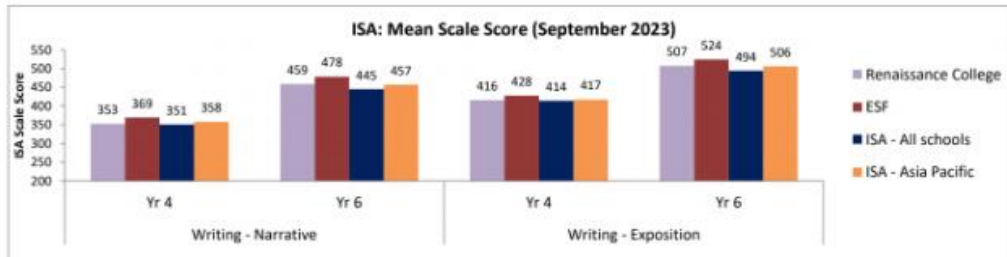
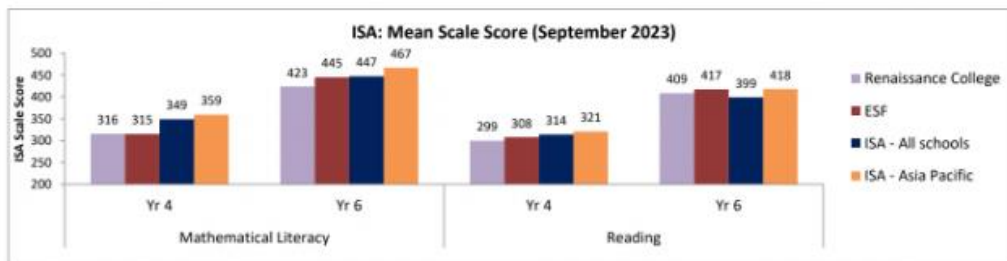
InCAS:

	> 2 years above C.A	0-2 years above C.A	0-2 years below C.A	> 2 years below C.A.	Total	Above C.A.
General Maths	26.9%	62.5%	10.6%	0.0%	100%	89.4%
Mental Arithmetic	40.5%	45.6%	13.3%	0.6%	100%	86.1%
Reading	38.4%	45.9%	12.6%	3.1%	100%	84.3%
Spelling	30.0%	43.1%	25.6%	1.3%	100%	73.1%
Developed Ability	37.9%	46.0%	11.2%	5.0%	100%	83.9%

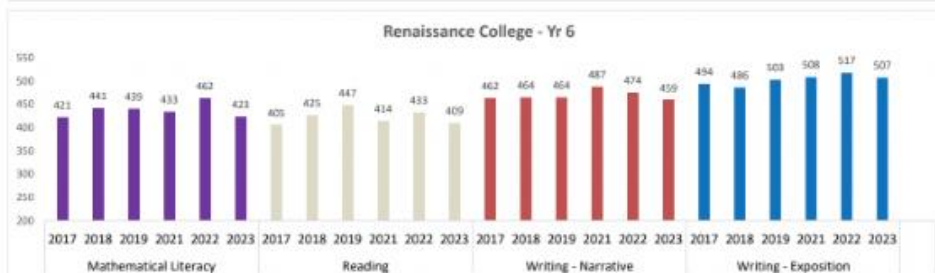
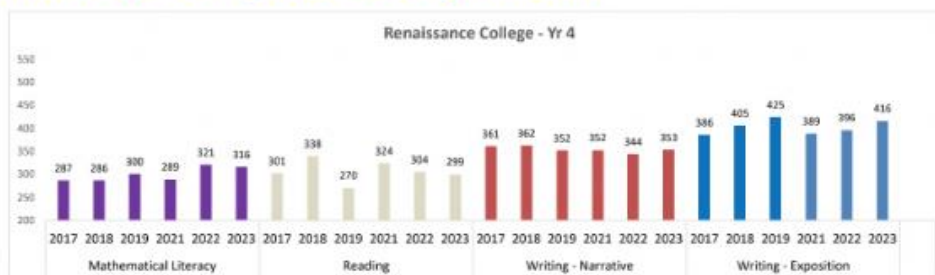
Strong overall results with a strong proportion of the results showing students as learning above their chronological age.

ISA:

ISA Data



ISA: Year-on-year Comparison



This year's results have broken the usual pattern. Usually, the Y4 learners achieve lower results overall but the Y6 results achieve higher than like schools and schools across ESF. One reason for this is that both of these cohorts, on returning to campus after COVID last year, were identified as having increased levels of need which impacted their academic achievement. A lot of support was put in place for the current Y4 learners in reading when they were in Y3, and social skills for the current Y6 cohort when they were in Y5. During the assessment week itself, there was a lot of sickness, particularly in the Y6 cohort.

1.1.3 **Analysis**

The results were looked at from four different angles:

- Individuals (e.g. any unexpected results)
- Class (strengths, benefits for most students, differentiation)
- Year-level (future learning and teaching)
- School (patterns/trends that are evident through the data)

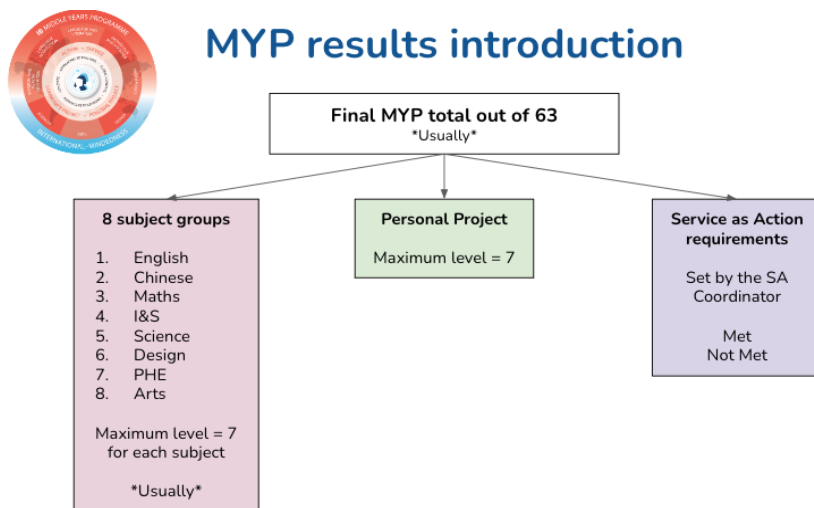
Feedback received from the IBPYP evaluation team and Alexey Popov from ESFC (Data Innovation Lead) highlight the richness of our primary school reports which are based on developmental learning continuums. The continuums highlight the school's commitment to meeting our learners where they are at and supporting them to further develop. This ties in with the strategic plan: personalization of learning through voice, choice, and ownership of their learning, as well as our work around Diversity, Equity, and Inclusion (identity and belonging).

1.1.4 **Next steps**

- Continue to develop learning continuums to meet learners where they are at.
- To further develop the use and understanding of developmental learning continuums, in line with the release of IB documentation later this year.
- To continue to strengthen the reading resources - last year was Y1-3, and the focus for this year is Y4-6.
- The Curriculum Leader for Mathematics and the acting VP will review the learning and teaching of Mathematics to investigate the steps that can be taken to raise attainment. In particular, investigate the gender disparity that is evident in the standardised assessment results. Evidence will be collected and then shared with the wider community to raise awareness, and develop goals and strategies to enhance learning in mathematics for all.

1.2. **MYP Results 2023 (JW)**

1.2.1 MYP Results Introduction



1.2.2 Y11 MYP Results Overview (2022-23)

- 162 students (99%) completed all 8 subjects group
- 100% of students completed the Personal Project
- 100% of students met the Service As Actions Requirements

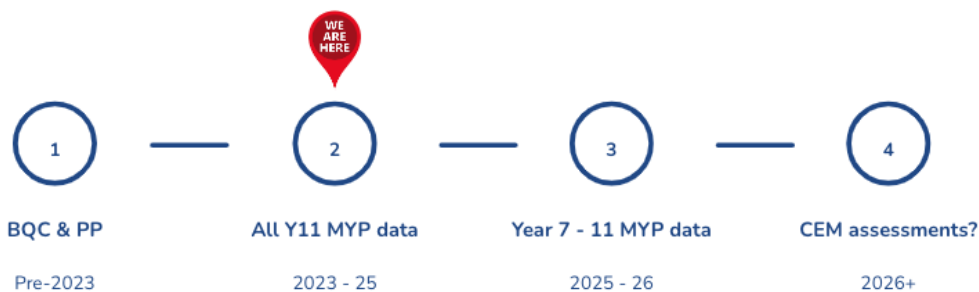
1.2.3 Y11 Personal Project (PP) Results Overview

Year	No. of students	RC Average	World Average	7	6	5	4	3	N
2022-23	163	5.38	4.05	35 (21%)	50 (31%)	31 (20%)	36 (21%)	11 (7%)	0 (0%)
2021-22	142	5.09	4.23	11 (8%)	50 (35%)	30 (21%)	34 (24%)	13 (9%)	4 (3%)

- All students submitted a Personal Project
- No changes following moderation from the IB
- Overall general increase in grades
- Introduce the PP earlier & provide more scaffolding

1.2.4 Results analysis

1. Make data accessible and understandable for teachers
2. Directly inform teaching and learning
3. Review/update written curriculum & classroom practice



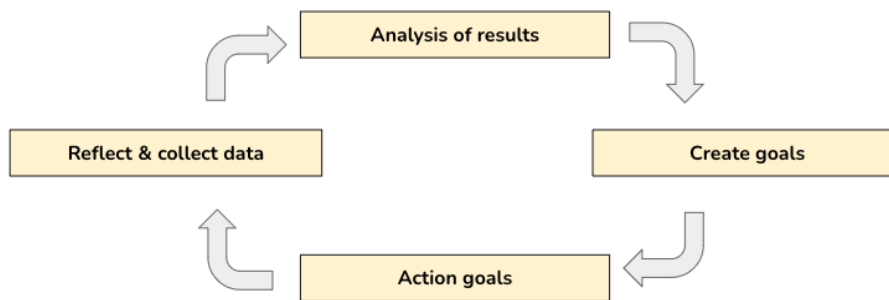
Building Quality Curriculum (BQC) allows teachers to receive formative feedback on their unit plans.

(Post-meeting note: BQC has now been discontinued by the IB.)

Results analysis - this academic year (23/24)

1. Y11 MYP data shared with HODs and departments (criteria and OAGs) with guiding questions.
2. Department teams worked together to analyse and understand data.
3. Department teams work together to create department action plans which also linked to our strategic plan.
4. One goal for all departments this year is to review the written curriculum based on MYP & DP data and any changes to DP curriculum

1.2.5 Continue working on :



2. Confirmation of minutes of the last meeting

2.1 The minutes were confirmed and approved without amendment.

3. Matter arising

3.1 None

4. Principal's Report (HB)

4.1 990 in the Primary School and 1108 in the Secondary School = **2098** students College-wide.

4.2 Staffing:

The two teaching vacancies in Primary and the single vacancy in Secondary have both been filled for August 2024. Charles Caldwell, ESF HR Director, reported that the Foundation has only a 4.1% teacher turnover rate for next year – the lowest ever and RCHK is less at approximately 1%.

4.3 Premises Issues :

Ongoing repair and maintenance, but no major projects at this time.

4.4 HB reported the School/Parent/ Community Activities to the council. It includes the Finance sub-committee meeting on 8 Mar 2024.

4.5 Update on the school development plan:

Action plans to address the recommendations from the IB Five-Year Review are presently being written and will be shared with the Council when completed.

5. Business Manager's Report (SH)

5.1 2023/24 P&L Report as of 30/11/2023 (1st document)

5.1.1 Incomes:

- Tuition fee incomes are significantly above the forecast (2,098 students as of today – budget was based on 2,082 students). The usual Christmas attrition has been compensated by new students.
- Interest incomes are still solid and better rental incomes are forecasted in terms two and three.

5.1.2 Expenses:

- Staff expenditures (73% of the total expenses) are within the forecast.
- Other expenses are well contained except for IT and general office expenditures which are usually high at the beginning of the school year.

5.1.3 Interim Result:

- Surplus of 4.1 MHKD as of November 2023 however many school activities expenses (EOTC camps) were not paid in full at that time.
- The implementation of the 2023/2024 budget shouldn't encounter any issue and some margin of manoeuvres will be allowed thanks to the additional income in tuition fees.

5.2 Budget 2024/2025:

- RCHK and ESF are working on the 2024/2025 draft budget.
- The draft budget and the tuition fee increase proposal will be presented by ESF Finance Department at the next College Council Meeting on the 21st of March 2024 (a Finance Committee Meeting will take place before).

- 3 parameters are important to determine the tuition fee increase:

⇒ The enrollment forecast done by RCHK - 2,120 forecasted in 2024/2025 (compared to 2,082 this year – actual 2,098)- some low cohorts carried forward in the past years have now graduated and waiting lists are significant in almost every levels.

- Y1 applications for 2024/2025: 1st choice RC: 370 (previous 3 years: 319/264/ 314)

=> 112 coming from ESF Kindergartens

=> 258 external

⇒ The staff salary increase decided by ESFC

⇒ The tuition fee increase decided by ESFC / College Council

Current situation:

ESF PRIMARY: 126,200 HKD / RCHK PRIMARY: 134,600 HKD +6.65%

ESF MYP Y7 and Y8: 167,100 HKD / RCHK MYP: 176,700 HKD + 5.74%

ESF MYP Y9-11: 145,400 HKD / RCHK MYP: 176,700 HKD + 21.52%

ESF DP: 152,900 HKD / RCHK DP: 178,700 HKD +16.87%

5.3 Nomination Rights:

- 2012/2013: 62 applications (32 full payments): 12.95 MHKD
- 2013/2014: 59 applications (24 full payments): 9.25 MHKD
- 2014/2015: 72 applications (26 full payments): 12.45 MHKD
- 2015/2016: 83 applications (33 full payments): 13.65 MHKD
- 2016/2017: 85 applications (35 full payments): 14.50 MHKD
- 2017/2018: 65 applications (27 full payments): 11.60 MHKD
- 2018/2019: 55 applications (30 full payments): 12.05 MHKD
- 2019/2020: 65 applications (35 full payments): 14.20 MHKD
- 2020/2021: 57 applications (31 full payments): 12.70MHKD
- 2021/2022: 60applications (42 full payments): 16.95 MHKD
- 2022/2023: 64 applications (47 full payments): 18.9 MHKD
- 2023/2024 (for the coming academic year 24/25)
 - ⇒ 58 NMR applications have been received so far (48 for Y1 and 10 for Y2 and above). It was 57 at the same time last year
 - ⇒ 40 full payments already (17 from ESF KGs)

5.4 Capital Expenditures 2023/2024:

Toilets refurbishment (4th phase – summer 2024) – last phase

Total renovation area is 275m²

- 1) Assembly Hall Block Block (G/F) – 60m²
- 2) Sports Centre (1/F) – 35m²
- 3) Sports Centre (3/F) – 40m²
- 4) Sports Centre (4/F) – 140m²

- The forecasted total amount is 22.3 MHKD (see ESF report below)

Based on the combined rate of toilet renovation in 2023, HK\$57,855 / m², the based construction cost will be HK\$16M. Plus HK\$2M for new A/C, HK\$ 0.8M for new underground drainage system, and 5% contingency, say HK\$1.9M. **Hence, the total construction cost will be HK\$20.7M.**

For the consultancy fee, we take 8% of the construction cost as a reference point for the toilet project in 2023, hence, the estimated consultancy fee will be HK\$1.6M.

- Considering the high cost of this project, all other capital works (swimming pool lightings, external paintings, staircases flooring are postponed)

5.5 Uniform Tender:

- RCHK has launched the tender for school uniforms for 2024-2029
- However, the school has opened a discussion with ESF to work with ESF's preferred supplier "Hyper Engine"
- Switching to ESF's preferred supplier might take time (design, colors, quantities...) and we might have to renew the contract with our current supplier "Uniform Station" for one more year with the Council's approval

5.6 The below two items for council approval:

- 1) 22.3MHKD for the Toilets Refurbishment Project (4th phase – summer 2024) – last phase
- 2) Our current supplier "Uniform Station" for one more year

Council approved the both items.

- 5.7 List of expenditures above 200,000 HKD approved since the last council meeting:
- Senco HKD582,607
MacBook Air and School onsite Service x 43 for staff

6. Committee Reports

None

7. ESF School Council Report (MB)

7.1 Staffing:

ESF CPD day is held on 19th February. A significant aspect planned is the Early Years Conference which brings K1 to P2 teachers together. Staff not involved in the Early Years Conference are engaged in the curriculum. They can discuss curriculum, pedagogy, and assessment in specific subjects and year groups. Year-to-date attrition was 4.1%. Since July 2023, 236 former staff members have applied to return to ESF, 190 teaching staff, and 46 support staff, including EAs. The previous year (22/23), approximately 115 teaching staff applied to return to ESF.

7.2 The Education Team:

The Education Team has been co-creating with schools, the current working groups focused on Assessment Policy Review, Data Analytics Project, Curriculum Group Reform, Review of Chinese Language Provision, Review of ESF Wide Survey, and Evaluation of our learning management systems.

7.3 Admission:

Enrolment remains high for all our schools. Based on analysis of the central application data, all our Kowloon and New Territories schools are full for Aug 2024 Y1 entry. People on the waiting list can be redirected to the schools in HK Island and DC which have a small number of Y1 vacancies. Up to the end of October, the number of student withdrawals compared to last year declined by 63% to 128.

7.3 Y13 Graduates:

Destinations for 2023 Year 13 Graduates:

- 93% of students are going straight to university
- 40% study in the UK and 25% are in HK
- The next popular countries to study are Canada, USA, and Australia
- The three most popular universities students attend in HK are the University of Hong Kong, the University of Science and Technology, and the Chinese University of Hong Kong.
- The two most popular universities outside of HK were the University of Toronto and The University of British Columbia.

8. Date of Next meeting

The next meeting is scheduled on 21st March 2024

(Meeting adjourned at 5:20 p.m.)