

**Summary Report of the Discovery College School Council
Thursday 20 November 2014**

Present: Simon Wong, Alfred Wong, Catriona Tuimaka, Jason Edwards, Jennifer Ho, Kitty Cheng, Mark Beach, Pat Romano, Stephen Peaker, Vivian Cheung

Apologies: Frederic Guiral, Margaret Burnett-Hinch

1. ESF Board Report of 29 October 2014

Accepted as read.

2. Finance & Property

Stephen Peaker was appointed as new Chair to replace Elspeth Shaw. Thanks to Elspeth for her services to this committee over the years.

The subcommittee reviewed the Terms of Reference for 2014-15 and agreed that there were no changes required.

ESF internal auditors visiting DC from 26 November to 9 December and will feedback their report once completed.

3. Staff Recruitment, Appointment, Growth and Wellbeing

Chris Barr, the new Head of Primary has been appointed. Congratulations to Mark Beach and the College Leadership Team for a well-organized and rigorous schedule.

4. Principal's Report

Head of Primary – Chris Barr appointed as our new Head of Primary. Chris is currently a VP at ESF Clearwater Bay School and due to the lateness of the appointment, will be joining us immediately after the Easter holidays in April.

VP Primary – An appointment process was completed prior to the October mid term break in order to replace Matt Baron as VP Primary. There was a strong field of applicants, with the successful candidate being Jason Boon. Jason is currently the ESF Primary Language Adviser so has worked in DC many times in the past. Prior to this he was teaching at ESF Quarry Bay School and in schools in the UK. Jason will join us immediately after Christmas.

A number of communications projects are currently underway in response to feedback to the way in which general information is presented within and across our community. Our parent rating in this year's ESF Stakeholder Survey (Q7. I am informed about what is happening in this school) was our highest ever at 90% approval, and we were keen to continue to build on this result.

Until recently we have been using a mass email system called POMMO. This allowed us to email large groups of parents and staff, including the entire community. Unfortunately the system was also prone to being treated a spam by certain email clients such as Hotmail. It was also clunky in its delivery and the user interface was poor. To fix these issues we have moved to a new system called MailChimp, which appears to have mitigated the spam problem as well as provide a much more user-friendly interface.

In recent weeks the College has launched a new look Explorer, our weekly newsletter. The new Explorer is far more dynamic, being able to be updated daily or as required. The look and feel has been designed more around an online newspaper with the use of sections, graphics and teasers. It also has improved search functionality, ability to embed video, analytics and background features.

The third major change is to the school web site, which was last updated in 2010. It was built on an old protocol and has been hacked more than half a dozen times this year. To improve security as well provide a more intuitive and cleaner look, we have this week launched a new DC web site. As with the Explorer, it is easier to navigate, far less confusing in terms of the look, and allows for enhanced searching.

The 2013-14 Annual Report has been completed and distributed to the DC Community. It is available as a soft copy on the DC web site or by hard copy if requested.

PTA Family Fun Day took place last Saturday 15 November in perfect conditions. The turnout of students, staff, parents and members of the community was excellent, with approximately HK\$200,000 being raised on the

day. The PTA donate 10% of the profits to charity, with the remaining profit being put towards enhancing the foreshore project with chilled drinking fountains, storage and shade.

The 2015-16 DC Calendar includes the required 185 teaching days and 5 CPD (Continuous Professional Development) Days, although the actual dates for these are still to be confirmed. The Calendar is almost exactly the same as this year i.e. we commence the same week as RCHK (1 week earlier than other ESF schools) and include a 3-week Christmas holiday.