

QUARRY BAY SCHOOL
SUMMARY MINUTES OF SCHOOL COUNCIL MEETING
HELD ON WEDNESDAY, 23 SEPTEMBER 2009

1. Update By Chair on Committee of School Council Chairman Meeting

The Chair briefed the Council on items discussed at the last ComChair meeting, including:

- Provision of draft minutes to ComChair meetings
- IB/GCSE results and INCAS results
- Health & Safety programme
- New Policies to track visitors entering ESF School premises
- Contract renewal recommendation and notification deadlines

2. Principal's Report

The Principal discussed some of the main points from her report to the Council, including:

- Thanking Ray Atkinson and all staff for providing a great start to the year in her absence
- The introduction of the new school timings went smoothly
- Swine Flu precautions and monitoring
- Enrolment – most of the places are filled
- Finance – the budget for 2008/09 is in the process of being closed but the position is healthy; the budget for 2009/10 was approved at the last meeting
- Facilities – Summer Works went according to plan, and external signage is expected to be completed soon
- School Development Plan – “Personalising High Quality Teaching and Learning” is being turned into reality; staff participated in two CPD days on 18th and 19th August, and were involved in sharing their personal beliefs and values and worked together to begin to develop a vision and mission for QBS, and all teachers have formed learning teams to begin to draw up action plans

3. INCAS Results

The Principal reported on the QBS INCAS Results for 2009 at length:

Results for the past three years were compared. The results will continue to be analysed at whole school, year group and class level to study trends, ensure high standards in English and Maths are maintained, and to target individual students who may need additional support

4. Annual Report

The School's Annual Report, in the new ESF format, should be ready by the end of October and areas to be reported on have been agreed by ESF centrally to ensure some consistency across schools.

5. Facilities / Building Works

The Principal outlined a proposal for the extension of the school building, as refined by ESF buildings department, which would provide additional space for a variety of purposes. Costs would be considerable, and the project would take 6-9 months to plan and 12 months to build. The Council agreed that this project is worth pursuing and a more in depth feasibility study will be carried out.

6. ESF Update

- The ESF Strategic Plan 2009-12 has been distributed
- GCSE and IB results were excellent overall and received positive coverage from the press
- Over 140 teachers and school managers joined ESF this year and were helped to settle in; two induction sessions for new teachers and principals were held
- New website structure using the open-source platform Drupal; all ESF schools should be live before Christmas
- ESF Centre has moved to Fortis Building in Quarry Bay and the Stubbs Road premises will become an ESL Kindergarten
- Considerable summer building works completed
- Swine Flu – isolated cases have occurred in various schools; Renaissance College and Discovery Bay College are closed and Shatin College was closed for a week
- Drug Testing – A new policy has been put to the Committee of Principals
- A new ESL Kindergarten for ESF was opened in Wu Kai Sha, New Territories, in August
- An external audit will be conducted in selected ESF schools in October

7. PTA Update

- Preparation for AGM
- New job policy and procedures have been implemented
- Halloween Disco to be renamed as Spooky Disco
- Donation to QBS to purchase basket ball equipment, parent lunches, learning support materials and audio equipment

8. Other Business

There would be a need to elect a replacement teacher councillor for Tony Parker, who was leaving