

Minutes of 3rd RCHK Council Meeting 2024/25

4 pm on Thursday 16th January 2025

Present:

Chairman	Lisa Lau (LL)
Principal (ex-officio)	Harry Brown (HB)
Community Representative	Earl Deng (ED)
Community Representative	Peter Pang (PP)
Parent Representative	Jerry Siu (JS)
Parent Representative	Mehul Tanna (MT)
Parent Representative	Irene Wang (IW)
Staff Representative	Marta Drzewakowska (MD)
Staff Representative / Staff Sub-com Chair	Katie Stears (KS)
Staff Representative	Rhys Thomas (RT)
Secretary	Alice Har (ALH)

Absent with Apologies:

CEO (ex-officio)	Belinda Greer
CEO's nominated representative	Mark Blackshaw (MB)
Community Rep/ Finance Sub-com Chair	Gideon Ho (GH)

In attendance:

Business Manager	Anney Chan (ASC)
Vice Principal of Secondary	Ryan Copley (RC)
Head of Primary	Jason Doucette (JD)
Vice Principal of Primary	Stephanie Howdle-Lang (SHL)
Vice Principal of Primary	Steve Brown (SB)

1. Welcome and Introduction (LL)

LL welcomed everyone in the meeting and introduced the presenters for Child Protection and Safeguarding (RC/ SHL) and PYP Assessments Result 24/25 (SB).

2. Presentations

2.1 Child Protection and Safeguarding (RC/ SHL)

- Safeguarding and child protection are two slightly different concepts.
- Safeguarding is proactive, child protection is reactive. Safeguarding is the broad, overarching idea that we ensure that the children in our care are safe from harm to the extent that we are able.
- Child Protection is more specifically about responding to a situation or incident - and has a number of key procedures and measures.
- SHL used a diagram to demonstrate all the different aspects of school life that fall under safeguarding. The relevant policies, procedures were mentioned. Community awareness includes College Council, RAPT, parents, school nurse, peripatetic music teachers, support staff, guards, bus drivers and monitors, Parent University.
- Curriculum: including Relationship and Sexuality Education (RSE), Personal, Social and Physical Education (PSPE) Science of Wellbeing (PSE).

- Child protection: specifically about the reaction to incidents, disclosures (either overtly or covertly). Covers what we do when we know there is an issue of child safety.
- Attendance and punctuality: helping us to see patterns that may emerge with some students
- E-safety : particularly relevant in our evolving world, how safe the students are online and how we teach them to manage in this environment
- Learning Enhancement :for students with particular needs, who may need specific support in this area
- Although, in law, a child is under the age of 18, we consider any young person in our care when we are thinking about safeguarding and child protection. This may include those over the age of 18.
- Staff who are proactively work on Safeguarding and child protection are the designated safeguarding leads and child protection officers who have had enhanced training.
- Training: in school, online, ESF centred for new hires, repeated through the year, adaptive, advanced for DSLs.
- Personnel involved: Wider safeguarding, teachers, social workers, counselling team, LET, EA, ELSA's, Nurse - Structures and Systems in place incorporate a wide range of school staff who have a Safeguarding focus, but ultimately it is everyone's responsibility
- Recent developments: signs at the entrances, appointment of additional CPOs, workshops for parents, e.g. Parent University.
- Upcoming developments: extend parent information sessions ,ongoing review of practice and mandatory reporting in 2026.

2.2 PYP Assessment Results 24/25 (SB)

2.2.1 Standardised Assessment @ RCHK Primary 2024/2025

- Year 1: BASE (August/September 2024, UK)/ Year 3: Cambridge Primary Insight (November 2024, UK)/ Year 4 and 6: ISA (September 2024 , International)
- Standardised assessments are only one data point. Classroom assessments are the primary indicators. Discrepancy between sets of data results in some follow up and further investigation.
- Other ESF schools have the same assessments

2.2.2 BASE Assessment (Year 1)

- Completed at the beginning of the year as a baseline assessment
- BASE is a computer-generated assessment
- In Mathematics it assesses counting, number recognition, knowledge of shapes and position, and numeracy
- In Literacy it assesses letter recognition, reading, vocabulary, repeating words
- Year 1 Mean Scores for Math and Literacy:

School	No. of Students	Math	Literacy
RC	165	129.2	130.2
ESF	1277	129.9	128.5
All CEM	NA	100.0	100.0

- The average (mean) score for the assessment is set at 100
- A standard deviation of 15 means 68% of students will score between 85 and 115

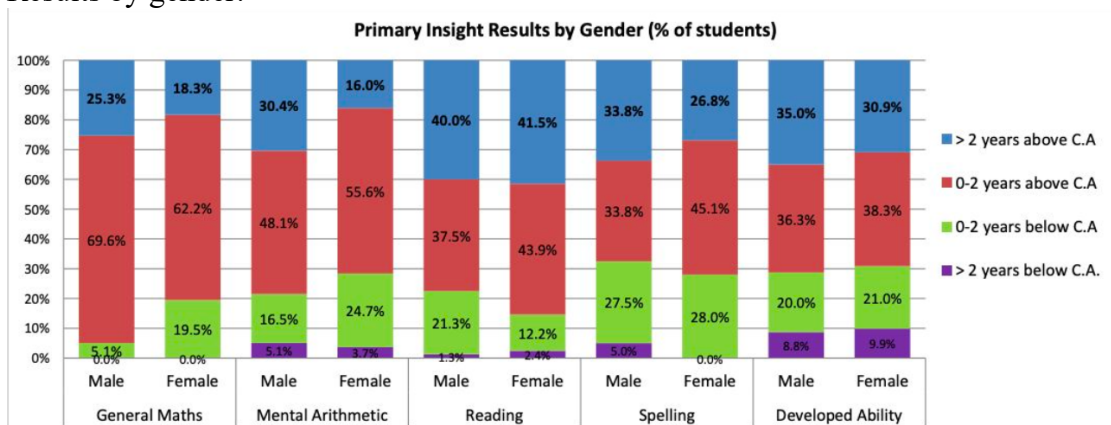
Y1 Literacy & Math Plot Scores and base data and Y1 Literacy & Math instruction were shown and explained.

2.2.3 Primary Insights (Year 3)

- Year 3 (September 2024); Year 6 (Term 3, 2025)
- A computer-adaptive assessment
- Students took five different assessments: **reading** (word recognition, decoding, and comprehension), **spelling**, **mathematics** (includes numbers, measures, shape and space, and data handling) , **arithmetic** (addition, subtraction, multiplication, and division), **developed ability** (critical thinking, reasoning, spatial awareness)
- Results: Evaluated based on the extent to which they fall above or below their chronological age

	> 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	21.7%	65.8%	12.4%	0.0%	100%	87.6%
Mental Arithmetic	23.1%	51.9%	20.6%	4.4%	100%	75.0%
Reading	40.7%	40.7%	16.7%	1.9%	100%	81.5%
Spelling	30.2%	39.5%	27.8%	2.5%	100%	69.8%
Developed Ability	32.9%	37.3%	20.5%	9.3%	100%	70.2%

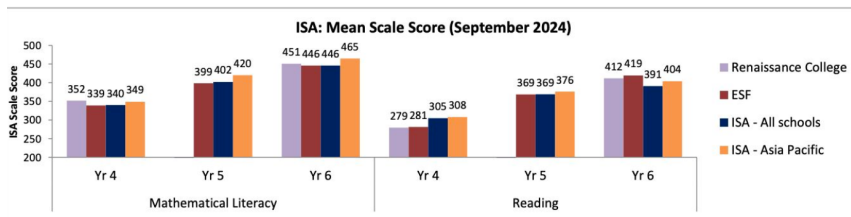
- Results by gender:

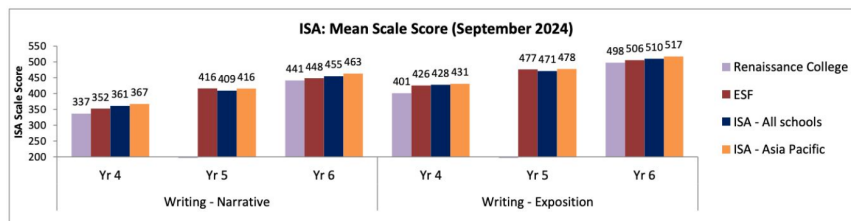


Primary insight data and Y3 Math & Reading instruction were presented.

2.2.4 International School Assessment (ISA)

- Year 4 and Year 6 in September
- Used by a number of international schools across the world with the majority following IB curriculum
- Measures skills in Mathematical literacy, reading and writing
- Development scales and level indicators are not grade specific
- Year 4 and 6 Mean Scale Score





- Mean score by Gender (in ISA Scale scores)

	Mathematical Literacy			Reading			Writing - Narrative			Writing - Exposition		
	Yr 4	Yr 5	Yr 6	Yr 4	Yr 5	Yr 6	Yr 4	Yr 5	Yr 6	Yr 4	Yr 5	Yr 6
Renaissance College - male	369	na	463	276	na	398	331	na	424	387	na	486
Renaissance College - female	329	40	26	284	8	30	345	14	38	420	33	25
ESF - male	347	17	412	272	20	370	347	12	411	418	15	469
ESF - female	330	382	25	292	367	10	359	422	18	433	485	19
ISA All Schools - Male	352	24	411	300	362	384	356	10	403	424	8	466
ISA All Schools - Female	328	393	25	310	378	399	366	416	16	432	478	14

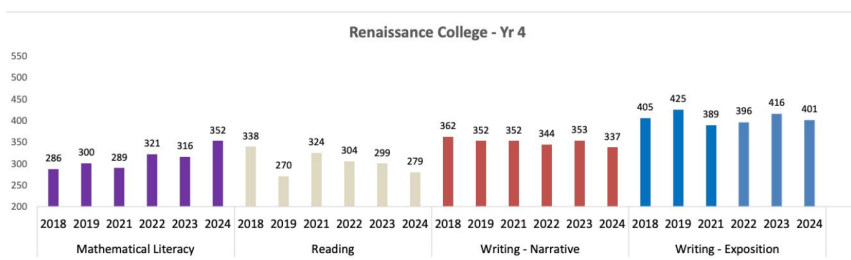
- Longitudinal Progress (mean ISA points progress per student)

The data in the tables below indicate the average (mean) progress per student in ISA scale points.

Year 6 Longitudinal Progress	Maths	Reading	Narrative	Exposition
	Yr 4 to Yr 6	Yr 4 to Yr 6	Yr 4 to Yr 6	Yr 4 to Yr 6
Renaissance College	131	109	103	104
ESF	123	102	89	92
ISA All Schools Cohort	121	110	85	85

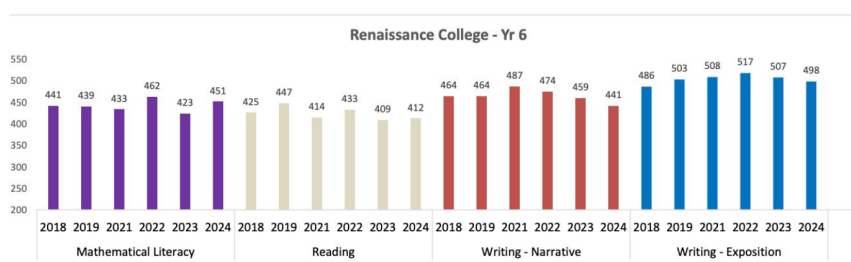
- Year 4 ISA Year -on-Year Comparison 2018 to 2024

Year 4 ISA Year-on-Year Comparison 2018 to 2024



- Year 6 ISA Year -on-Year Comparison 2018 to 2024

Year 6 ISA Year-on-Year Comparison 2018 to 2024



ISA Data and Y4 Reading & Y6 Writing instruction were presented.

2.2.5 In the coming future:

- Standardized assessment is only one data point
- Opportunities for sharing other indicators
- Working with ESF to create a more cohesive system that draws in data from multiple sources

3. Confirmation of minutes of the last meeting

The minutes were confirmed and approved without amendment.

4. Matter arising

None.

5. Principal's Report (HB)

5.1 Number on roll:

992 in the Primary School and 1136 in the Secondary School = **2128** students College-wide.

5.2 Staffing :

Jenny Chen, currently the RCHK Head of Primary Chinese, has been selected to serve as the next Primary Vice Principal following Jo Ferrari's transfer to ESF Bradbury School. She will assume the role in April 2025.

5.3 Premises:

The plans for the upgrade of the Sports Block continue to be finalized. The construction is scheduled to begin in May 2025.

5.4 School/ parent/ community activities report

5.5 Update on the school development plan:

Following the Lunar New Year holiday, RCHK budgeting process with ESF for school year 2025-26 moves into action with the Council. ALH will be in contact with the Finance Subcommittee to schedule at least one meeting before the budget is presented to the full College Council.

5.6 Update on the new kindergarten in Sai Sha. It will open in 2026. K1 students in Tung Chung Kindergarten will join K2 in the new kindergarten.

6. Business Manager's Report (ASC)

2024/2025 P&L Report as of 30/11/2024

6.1 Income

- Tuition fee incomes are slightly above the forecast (2,128 students as of Dec 2024 – budget was based on 2,120 students)
- Interest incomes and rental incomes are slightly behind the forecast.

6.2 Expenses

- Staff expenditures (71% of the total expenses) are within the forecast.
- Other expenses are well-contained, except for general office expenditures, Repair and maintenance, and teaching materials, which are usually high at the beginning of the school year.

6.3 Interim result

- Surplus of 3.9 MHKD as of November 2024; however, many school activities expenses (EOTC camps) were not paid in full then.

- 6.4 NMR update:
2024/2025 (for the academic year 25/26) - HKD10.1M
- A total of 31 applications (Year 1) have been received so far; 25 of them have paid in full, 2 applicants declined the offer, and 4 were unaccepted and refunded, amounting to HKD10.1M.
- 6.5 Capital work projects for 2024/25:
- I. **New access card system** – different stages on 24/25 and 25/26 - provisional budget of HKD 2.2M. We have appointed Pingan Industrial Co. Limited to carry out stage 1 of the Door Access Control project for the RCHK Secondary session, at HK\$968,360. The first stage involves 102 doors (including 12 hub doors and over 90 doors) in the Secondary School Block.
- II. **Sports Centre Renovation** - Provisional budget of HKD 23.5M with the possibility of additional costs involved. We are working with ESF Facilities Team and the Lead Consultancy to finalize the design. The work is expected to start in early June and finish before the start of the next academic year.
- III. **A series of feasibility studies for PAC & the New Annex Block** with Consultancy Fee HKD1M and HKD1,4M, respectively. ESF FDD will conduct the Feasibility Studies and advise us on the next step.
- 6.6 Expenses above HKD200,000 since last council meeting:
- Replacement of suspended ceiling system at Primary Gym at RCHK: HKD 443,545 was mentioned in November's meeting
 - Additional work: replacement of replacing the fresh water, flushing water, and condensation pipes at the Sports Block 1/F Pipe Duct and G/F Ceiling HK\$164,084.50, which in total HK\$607,629.50
 - Door Access Control for RCHK Secondary School HK\$968,360 with Pingan Industrial Co. Limited

7. **Committee Reports**

There is no committee report.

8. **ESF School Council Report (HB)**

- 8.1 MB sent his apologies as he was attending a meeting in ESFC. The first ESF All-Staff Conference was held in Hong Kong Convention and Exhibition Centre on 3 Feb.

9. **AOB**

- 9.1 JS invited council chair and members to join the Poon Choi night on 14 Mar. An invitation will send to them via email later.
- 9.2 PP reported the English Week project between Lok Sin Tong Chinese secondary school and RCHK in Feb and March. The program was facilitated by Dr Pang (PP) and our teacher Jeremy Chiang.

10 **Date of Next meeting**

24 Mar 2025

(Meeting adjourned at 5:45 p.m.)