

Minutes of 1st RCHK Council Meeting 2025/26

4 pm on Thursday, 11th September 2025

Present:

Chairman	Lisa Lau (LL)
Principal (ex-officio)	Harry Brown (HB)
CEO's nominated representative	Mark Blackshaw (MB)
Parent Representative	Jerry Siu (JS)
Parent Representative	Irene Wang (IW)
Parent Representative	Mehul Tanna (MT)
Community Rep/ Finance Sub-com Chair	Gideon Ho (GH)
Staff Representative	Marta Drzewakowska (MD)
Staff Representative	Rhys Thomas (RT)
Secretary	Alice Har (ALH)

Absent with Apologies:

Community Representative	Earl Deng (ED)
Community Representative	Peter Pang (PP)
Staff Representative / Staff Sub-com Chair	Katie Stears (KS)

In attendance:

Business Manager	Anney Chan (ASC)
Secondary Vice Principal	Jess Davey-Peel (JDP)

1. Welcome and Introduction (LL)

- 1.1 LL welcomed everyone in the meeting. Congratulations to Irene Wang, one of the parent representatives who would stay for her second term.

2. May 2025 DP/CP results Council presentation(JDP)

2.1 May 2025 Statistics

The below scores achieved in the Reflective Project are indicative of the candidates' strong independent research skills, and this component is given equal weighting to the DP Extended Essay by UCAS.

 May 2025 Statistics	
School CP statistics	
Number of CP candidates:	13
Pass rate:	100%
Highest reflective project mark (out of 36):	31
Average reflective project mark:	22
Average grade obtained by candidates who achieved the CP:	5
SCAD GPA averages	3.64 (out of 4)
SUMAS Grade average	B
International Culinary Institute & Hospitality and Tourism Institute	Distinction
Musical Theatre BTEC Level 3	Distinction
Digital Skills average	A
World Academy of Sport average	66.4

2.2 Year 12 and 13 CP course selections

Diversity of pathway/ specialism plus level of challenge provided by IB DP courses. If students were taking a British post-secondary curriculum they would take the equivalent of 3 HL's (3 A Levels) so it's impressive to see that they push themselves in their field. Typically they take DP courses that support their career related study, i.e. SCAD with VA and DT.

2.3 May 2025 DP headline figures

- 140 students entered for the full diploma
- 131 students achieving the full diploma
- Pass rate 94%
- Bilingual pass rate (%) - 100%
- Mean point score for IB Diploma Students - 36
- 91% of students achieving 30+ points
- 64% of students achieving 35+ points
- 29% of students achieving 40+ points
- Mean grade for all students - 6 (5.6)

2.4 May 2025 results trend reflected good staff practice and understanding of students. Students scored higher than they should when compared to their predicted grades. Teachers anticipated outcomes accurately, if perhaps with a little caution. Performance worked in line with context.

2.5 2023 MYP score versus 2025 DP score

To look at the overall picture, school used MYP score as the most reliable 'baseline data' and always try to look reflectively at any outliers. The year 11 options as a critical determiner of success. Teachers used student-centered approach, supporting their choices.

2.6 Evidence of top scorers holding strong. For 83% of the grades to be 5/6/7 we're showing that the students were well supported and prepared.

2.7 May 2025 Statistics

	RCHK 2020	RCHK 2021	RCHK 2022	RCHK 2023	RCHK 2024	RCHK 2025	2025 VS 2024
Number of students entered for the full IB Diploma	127	129	126	127	109	140	31
Number of students entered for IB CP (including Bilingual)	0	0	4	4	6	13	7
Number of students 'not awarded' the IB Diploma	0	0	0	3	5	9	4
% of students awarded the IB Diploma (including Bilingual)	100.0%	100.0%	100.0%	97.6%	95.4%	93.6%	-1.8%
Number of students awarded a Bilingual Diploma	47	36	25	33	29	19	-10
Mean points score for those awarded full IB Diploma	36.6	38.8	38.0	36.6	36.0	36.9	0.9
% of students achieving 30+ IB Diploma points	91.3%	96.1%	92.9%	92.1%	80.7%	91.4%	10.7%
% of students achieving 35+ IB Diploma points	65.4%	81.4%	75.4%	66.9%	58.7%	63.6%	4.9%
% of students achieving 40+ IB Diploma points	35.4%	50.4%	46.0%	31.0%	27.5%	29.3%	1.8%
Mean grade for all subjects	5.72	6.11	5.94	5.65	5.52	5.59	0.07
Mean Core Points (for Extended Essay and TOK)	2.09	2.07	2.17	2.03	2.08	2.07	-0.02

The average point score is very secure. Students with 38 plus looked at very selective universities, those with 40 plus would be highly selective. An increase by almost 2% of those achieving 40 plus points. A slight dip in the pass rate this year. That is because a larger cohort. The students at the lower end were provided all possible support by teachers. There were 3 students scored 45 and 5 students scored 44.

2.8 Mean score points for Extended Essay (EE) and Theory of Knowledge is very important. They are taken by all DP students. Keeping averages stable reflects a whole phase effort to make sure students are able to secure bonus points. This year, students scored joint top number of A's in the EE. They typically focus on an area of passion and can be used to support university interviews as they are often linked to their chosen area of specialism.

- 2.9 Subject group trends (2025Vs2024):
- Group based outcomes have increased or are stable in all areas.
 - Second languages group has also shown a fairly significant rise in outcomes with $\frac{1}{3}$ of a grade rise.
 - Maths group is an area where outcomes seem to stagnant. High number of students takes HL Math.

- 2.10 Looking forward:
- With mindful approach to growing cohort
 - Using review as catalyst to support planning consistency
 - Identified strategies for improvement.
 - Departmental strategic planning in line with the secondary strategic plan.
 - Mid-year check points for progress are set.
 - Students are tracked at coordinator level, heads of department level and teacher level with pastoral support throughout.

3. Confirmation of minutes of the last meeting

The minutes were confirmed and approved without amendment.

4. Matter arising

None.

5. Tour of renovated Sports Block

- 5.1 ASC took all attendees to view the newly renovated Sports Block.

6. Business Manager's Report (ASC)

2024/2025 P&L Report as of 31/7/2025

6.1 Incomes

- Tuition fee income is significantly above the forecast. Enrollment has consistently exceeded 2125 students compared to a budget based on 2120 students.
- Interest income is very strong. Admission fees are also above the forecast.
- Rental incomes are behind the forecast, but overall income is still very strong.

6.2 Expenses

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

- General office expenditures
- Training and development
- Repair & Maintenance
- Teaching materials due to various school events

6.3 Interim result

- Surplus of 15 MHKD as of July 2025, indicating an exceptionally good year.

6.4 NMR update:

2024/2025 (for the academic year 25/26) - HKD10.9M

- A total of 34 applications have been received so far; 27 of them have paid in full, 3 applicants declined the offer, and 4 were unaccepted and refunded, amounting to HKD10.9M.

6.5 Capital work projects for 2024/25:

- 6.5.1 **New access card system – Phase 1:** The implementation for the Secondary School Block was completed in April 2025, meeting all our expectations with a total cost of HKD 968K and remaining within budget.



- 6.5.2. **Anti-Slip vinyl to Primary Block staircases** - The installation was completed on two staircases: one near the PAC and the other near the Sports Centre. The work was finished during the summer break of 2025, with a total cost of HKD 485K. RAPT sponsored HKD275K for this project.



- 6.5.3 **Sports Centre Renovation** - The provisional budget is HKD 28 million, and the renovation work was completed in August 2025.

6.6 Capital work projects for 2025 – 2026

- 6.6.1. **New access card system – Phase 2:** This phase includes installations at the Primary, Admin, SPC, RDC, and PAC. The project cost is HKD 1.1 million. The ICT team has been collaborating with PingAn since the summer break, with a target completion date of October 2025.
- 6.6.2 A series of feasibility studies for PAC & the New Annex Block with Consultancy Fee HKD1M and HKD1,4M, respectively. The studies indicate that the proposed works are feasible. We will continue discussions with ESF FDD regarding the next steps.

6.7 LIST OF EXTERNAL USERS

- DALI SWIM CLUB (Swimming)
- WIN TIN SWIM CLUB(Swimming)
- St GEORGES BADMINTON CLUB (Badminton) *15% off due to a limited number of players
- HONOR SPORT (Badminton) *10% off due to a limited number of players
- HONG KONG STAR BASKETBALL TRAINING LIMITED (Basketball)

- HONG KONG YOUTH SOCCER ACADEMY (Football)
- ASIA PACIFIC SOCCER (Football)
- ARSENAL SOCCER SCHOOL (Football)
- HONG KONG FOOTBALL RUGBY UNION (Rugby)
- FAUST INTERNATIONAL LIMITED (Drama)
- LAUGNAGE ONE (Dutch language)
- ASA - JUDY LIU DANCE COMPANY (Dance)
- ASA - WORLD ALL STYLES MARTIAL ARTS ASSOCIATION (Karate)
- ASA - BABEL FILMING – China windwall (Filming)
- ASA - ACTIVE KIDS ACADEMY (Chess)
- ASA - STEMEX LEARNING CENTRE (STEM program)
- ASA - TWIGA POTTERY (Clay club)
- ASA - PERRY GE (Debate club)
- HONG KONG CHURCH OF CHRIST (Sunday mass)
- SPLASH FOUNDATION (Swimming) *Nominal rate as suggested in the ESF hiring policy for NGO. This NGO provides free swim lessons to domestic workers, refugees, and children from low-income families.

6.8 EXPENSES ABOVE HKD200,000 SINCE LAST COUNCIL MEETING

- Chiller Plant at PAC (1 Sep 2025 - 1 Aug 2028):
Tica-Smardt HKD 680,400. Annual cost is HKD 226,800 (HKD 18,900 per month)
- Lift maintenance contract (1 Aug 2025 - 31 July 2027):
Mitsubishi maintenance fee HKD 351,480 annum, contract total costs HKD 702,960 (i.e. HKD 29,290 per month)
- Tender Waiver Process for Door Access Control Phase 2: Pingan HKD 1,148,630.
- Classroom Network Project: Automated Systems (HK) Ltd HKD 1,178,562.00
- Cleaning and Pest Control Service (1 Sep 2025 – 31 Aug 2028): Baguio HKD 4,234,800 (25/26), HKD 4,328,980 (26/27), HKD 4,424,020 (27/28)
- Swimming Pool Heater replacement: JF Thermal HKD 559,800
- Security service contract extension (1 Sep 2025 - 31 Aug 2026):
Guardforce HKD 2,202,900- plus an additional HKD 60,000 per annum
- Counselling Service renewal for 2025/26: HKD 746,928
 - Joyce Chan – 16 hours per week, starting from 25/8/2025 - 26/6/2026
HKD 426,816
 - Marriage and Family Therapy of Hong Kong Counselling With Cindy (Cindy La Tour) – 12 hours per week, starting from 27/8/2025 - 26/6/2026 – HKD 320,112

7. Principal Reports

- 7.1 997 in the Primary School and 1140 in the Secondary School, total **2137** students college-wide.
- 7.2 Strong enrolment for the new ESF Renaissance College Kindergarten.
- 7.3 The school year is off to a great start with all teaching staff in place. No data yet on teacher recruitment for 2026-27, considering the deadline for resignations is 30 September 25. New job position in college, Educational physiologist, Jenny Wong, started in Sept.
- 7.4 The renovation of the Sports Block is completed, along with other summer works projects.

7.5 College-wide strategy plan:

7.5.1 HB presented the IB Approaches to Teaching, the six elements including based on inquiry, focused on conceptual understanding, developed in local and global contexts, effective teamwork and collaboration, designed to remove barriers to learning and informed by assessment. In 2025-26, College-wide is focusing on inquiry, Primary section is focusing on remove barriers to learning and secondary section is focusing on formative assessment.

7.5.2 Great learning experiences for students to join the Tramplus project. Students from Year 1 to Year 13 contributed 50 pieces of artwork to decorate a tram, which ran in Central during the month of May.

7.6 College council self-evaluation 24/25:

All surveys filled by council were consolidated and the data were reviewed. HB addressed the responses from members regarding council should focus in this year. They were categorised in the areas including Communication and Governance, Academic and Students' Achievements, Well-being, Operations and Community. School has been making progress on these areas and would carry on.

7.7 Action item - Expenditures approval:

7.7.1 Pre-meeting, HB and ASC confirmed with CFO, Vivian Cheung that school is not necessary to send emails to all council members for expenditures approval if they agreed the annual request to authorise the council chair to be the approver.

7.7.2 Council members approved the annual request that the college council chair, LL, to have the authority to approve expenditures above \$200,000.

7.7.3 Expenditures of \$1 million or more (building works only) must be approved by the ESF directors, as per policy for private independent schools. For other non-work items over \$1 million, we do not need approval from ESF directors.

7.7.4 A list of all approved expenditures over \$200,000 will continue to be provided to the council at every meeting for transparency and review.

7.7.5 ASC explained the reasons of offering the contract to the cleaning company, Baguio although it is not the cheapest one. The Blue Team (current cleaners from Baguio) with 11 years' service are not only responsible for cleaning but moving furniture as well. They have done above and beyond to keep the school running. Besides, with the ethical concerns that the cheapest bid offered an unliveable salary of \$13,000 per month. The phase two new access card system contract was given to the existing vendor (Ping An) to ensure consistency with the successful first stage of the project.

7.7.6 Proposed Protocol for Tender Waivers this year:

- The amount between 200K and 1 million HKD will need to be approved by LL.
- For over 1 million HKD requests, along with a justification, will be sent to LL the Finance Subcommittee via email for review.
- The subcommittee will have a 5-day window to ask questions. If no response is received within five days, the expenditure is considered approved to move forward.
- This protocol does not apply to projects that undergo a full, competitive tender process, regardless of the cost.

8. Committee Reports

There is no committee report.

9. AOB

None

10. Date of Next meeting
6th November 2025

(Meeting adjourned at 6:15 p.m.)