



SUMMARY NOTES OF THE 23RD ESF BOARD MEETING ON 21 JUNE 2011

1. Chief Executive's Report

A number of items on the Chief Executive's report were highlighted, including:

- The development of strategies to further strengthen ESF's communications and public relations.
- A status report on the government's review of recurrent subvention; as of 21 June 2011, ESF was still awaiting a response from the government regarding their submitted position paper.

2. Island School Re-Development

The Director, Facilities provided an update regarding the need for the re-development for Island School. Further information and financial strategies would be provided at the Board meeting in the autumn term.

4. Senior Posts at ESF Centre

The CEO noted that the Director, Development had resigned. The position would not be filled as alternative, cost-effective, communication strategies were being reviewed in order to strengthen and sharpen ESF's message. Currently any marketing events would be organised by the Development Manager who would be line-managed by the CFO. A number of Board members suggested that an external consultant should be engaged to assist us to develop/implement a marketing and communication strategy. It was agreed that a Communication working group will be formed to look into all available options and make recommendation to the Board. The Chairman invited any board members interested in joining the group to contact him.

5. Sha Tin Junior School Procurement Approval

Members approved the award of the Sha Tin Junior School project in the amount of HK\$41,714,000, as this amount was the lowest tender price.

6. Appointment/ Re-appointment of School Council Chairmen

The Board approved the re-appointment of the proposed School Council Chairmen.

7. ESF Educational Service Ltd's Progress Update

The ESF Educational Services Ltd's Progress Update was noted. It had been a successful year with good enrolments for kindergartens, sport and language classes.

8. Maximum PTA Membership Fees 2011-12

The Board approved the maximum level of PTA membership fees at HK\$ 550 for 2011-12.

9. Election of Paul Varty as Chairman of Committee of School Council Chairmen

It was noted that Paul Varty had been elected as Chairman of Committee of School Council Chairmen.

10. Appointment of Paul Varty to Finance Committee

Paul Varty had been appointed to the Finance Committee by the existing members. It was noted that there was a vacancy for an independent member of the Board to join the Finance Committee.

11. Extension of Employment beyond the age of 60

The Board approved the extension of an ESF Office Manager/Admission's Officer's contract.

12. Draft Board Meetings Calendar for Academic Year 2011-12

The schedule for the 2011-12 academic year Board meetings was circulated to members.

Heather Du Quesnay
Chief Executive
24 June 2011