



**SUMMARY NOTES OF THE TWELFTH ESF BOARD MEETING
ON 26 JANUARY 2010**

1. Reappointment of KPMG as External Auditors

The reappointment of KPMG as the External Auditor was agreed.

2. Progress report on the refundable capital levy

The Chief Executive presented a progress report on the communications strategy. A full report of parents' concerns was discussed and noted.

The Chief Financial Officer provided a forecast cash flow concerning the refundable capital levy, and any potential changes to the deposit and advance fee payment arrangements.

3. Financial report 2009

The Chief Financial Officer presented an overview of the 2008/9 financial report. The details were noted.

4. Progress report on the strategic plan 2009-2012

The Chief Executive Officer presented the six-month progress report on the implementation of the strategic plan.

5. Budget timetable 2010/11 and fees and pay

The Chief Financial Officer presented the budget timeline which was noted. The current market and comparisons with other schools were outlined in regards to fees and pay increases. The details were noted for decision at the next meeting.

6. Capital costs

The Head of Facilities Development clarified the accommodation standards for the construction of ESF schools. The details were noted.

7. Update on a recent legal case

The details of a recent legal case that had been settled were provided and noted.

8. School annual reports

The Director of Education sought feedback on the annual school reports. It was suggested to seek feedback from parents.

9. Appointment process

The appointment process for the positions of Director, Education and Director, Development were detailed and noted.