



## SUMMARY NOTES OF THE FIFTEENTH ESF BOARD MEETING ON 15 JUNE 2010

### 1. **Introductions and farewells**

A new Board member, Mr Robert Gazzi was welcomed.

The new additions to the senior management team, Angela Hui as Director, Development and Chief Financial Officer, Vivian Cheung, were welcomed.

Outgoing members of the senior management team, Rob Bennett as Chief Financial Officer and Andrew Sortwell as Director, Education, were thanked for their contribution to ESF.

### 2. **Chief Executive's Report**

The Chief Executive Officer provided a report to the Board providing greater information on current issues. The Board agreed that the report was useful and suggested that it could be shared with stakeholders.

### 3. **Audit Committee**

It was agreed to elect Mr Robert Gazzi as Chairman of the Audit Committee. Ms Elizabeth Boshier was elected as member of the Audit Committee.

Clarification was sought on the Nominating Committee process. Interpretation of the Ordinance was requested as to whether parent members of the Board could serve on Standing Committees.

It was agreed to allow the Audit Committee access to the minutes and agenda of the Board meetings.

### 4. **Proposal for a Major Building Projects Committee**

It was agreed to establish a Major Building Projects Committee comprising a Chairman, three members of the Board and a further two members.

It was agreed to elect Mr Gordon Lamb as Chairman of the Committee. Ms Elizabeth Boshier, Ms Elaine Leung and Mr Markus Shaw were elected as members of the Committee.

### 5. **Stakeholder Opinion Survey**

The School Development Adviser, Secondary presented the report on results and findings of the Stakeholder Opinion Survey. The survey was largely positive and provided areas for further exploration including communication, languages other than English and future development. The report was noted.

### 6. **Teacher turnover and demographics**

The HR Director provided reports on teacher recruitment, turnover, results of the pre-employment screening and the teacher demographics of the schools. The presentation was noted.

**7. Performance Management: The Way Forward**

The HR Director provided further information on the performance management action plan tabled at a previous meeting. It was agreed to approve the recommendations for change.

**8. Update of Bank Signatories for ESF**

It was agreed to approve the changes to ESF's bank signatories.

**9. Letter from 'Concerned Parents' about the fee increase and refundable capital levy**

In response to a letter received from concerned parents about the fee increase and the refundable capital levy, it was agreed that the Chief Executive Officer and a few Board members would discuss the issues with the parents.

Heather Du Quesnay  
Chief Executive  
18 June 2010