



SUMMARY NOTES OF THE SIXTH ESF BOARD MEETING ON 24 MARCH 2009

1. Financial Report – January 2009

The Chief Financial Officer presented the financial monitoring report for January 2009.

The Board welcomed the form of reporting which will now be presented quarterly to the Board by the Chief Financial Officer.

2. Pay and Fees

After full consideration and consultation the HR Director wished to recommend to the Board that no increase to salaries would be made apart from step increases existing within contracts, and these would be achieved without additional burden to the Foundation. The staff medical plan required further review; additional enhancement may be possible without increasing the cost of the plan.

The Chief Financial Officer recommended that school fees for 2009-10 remain unchanged.

The Board approved both recommendations and endorsed the arrangements for communicating their decisions.

3. Enrolment Update

It was reported that an increase in student turnover had been noted at some schools, but that schools remained at their normal roll numbers and had active waitlists. The situation will continue to be closely monitored. Take-up of the Surety Scheme was similar to last year.

4. Alumni Strategy

The Head of Communications outlined a strategy aimed at promoting alumni membership and activity within and across ESF schools. A school-by-school approach would be adopted. ESF would support schools by purchasing software license for an alumni website and data base, by producing an alumni newsletter and by organising an annual event for alumni.