



## **Minutes of the Annual General Meeting (AGM) of the English School Parents Association (ESPA) held on Monday 31<sup>st</sup> of October 2016 at 18:30 hrs**

### **Welcome**

The ESPA Chairman, Mr. Marios Anastasiou, welcomed all guests, the Chairman of the Board of Management, the Headmaster and all the parents attending the AGM and he commenced the works of the AGM of 2016.

The AGM was postponed for 30 minutes, as per the Constitution, in order to achieve sufficient quorum.

As per the agenda, the Chairman of the Board of Management, Dr. George Theocharides, was invited to address the meeting:

Dear Chair & Members of ESPA Council,  
Dear Headmaster,  
Dear Parents,

On behalf of the Board of Management I would like first to thank you for your invitation to address your AGM. As you are all aware, most of us from the Board are new members (7 new members) but almost all of us are either alumni of the school (Old Boys & Girls) or parents. Thus we are familiar with the school and we share with you our deep love and dedication in order for the English School to continue to be the School of Excellence, as it has always been and as we had always knew it to be.

Before discussing what, we as a Board have been doing since we were appointed, please allow me to first extend my deepest appreciation to your Council and especially to the Chairperson, Mr. Marios Anastasiou, for the excellent and productive cooperation that we have, and to all of you for taking an active role in promoting the excellence of our School, and I urge you to continue to take pride in the English School.

From our first Board meeting towards the end of the summer, and after we had some time to be informed by various stakeholders about the current status of the school, we had decided to create various Committees to deal with various issues that we needed to address as a Board of Management. Thus, we created the following Committees: Academic, Human Resource, Buildings/Grounds/Health & Safety, Bursary & Fund Raising and Finance. So please allow me now to briefly comment about the works of each of these Committees:

**1. Academic** – The results for the GCE A' Level and I/GCSE Summer 2016 examinations were outstanding, which places the school as a leader in terms of academic achievement



and consequent university placement, not just in Cyprus but in the Eastern Mediterranean region. Both the students as well as the faculty should be congratulated for this achievement. Just to highlight some of these results, an astounding 74.9% of our students' results were A\*/A grades in their GCE A' Levels (out of a cohort of 164 students that sat examinations in eighteen demanding core subjects). This would rank us as 24 of 291 prestigious schools in *The Telegraph* UK 2016 Independent School Results table. Furthermore, in the I/GCSE examinations our students excelled with 72.7% A\*/A from a cohort of 161 students. Particularly, the I/GCSE Mathematics results with 89.4% A\* and 99.4% A\*/A places us as top World IGCSE Maths performer. In terms of placement for September 2016, a record number of 18 students received an offer to study medicine in the UK, 12 students received an offer to study at the University of Cambridge, while for the students that chose non-UK schools, we had placements in top universities in the US, France, Czech Republic and Turkey. Another noteworthy achievement (that highlights the performance of the Greek Department) is that this year, from the 70 officer cadets in the army that are currently doing their training in Crete (from a pool of 600 applicants), 13 of them are from our school.

However, we as a Board understand that there is always room for improvement and that, despite the excellent results, certain academic issues do exist (and some of them were highlighted in the ISI report) that we are currently addressing: for example, the issue with the private lessons; we want to assess the extent of this, and then address its causes and offer solutions. At first, we are conducting surveys (that will go out this week to both students and parents) to have a clearer picture, and then we will address this accordingly. We are also moving forward with the Apolytirion that should be approved by the Ministry, which was a decision taken by the previous Board, and would be beneficial to our students, especially to the ones that prefer to study in a country other than the UK. We plan to offer this in the summer of 2017. Then, we are also looking at the curriculum – what is taught and how. We want to ensure that the curriculum is covered and is covered on time. We have implemented a policy where we require a monthly report by Department Heads confirming that all I/GCSE and A' Level classes are on track (to identify problems early so that they can be addressed, and to ensure adequate revision/practice, even if this means extending days). We also want to review the curriculum (both for the lower and upper school) to suggest improvements, if needed (for example, better integration of programming and IT, in the curriculum). We want to monitor the quality of instruction, by addressing classroom-related issues, by ensuring that teachers are properly evaluated and trained, and there is a formal, consistent process in place for handling student/parent complaints. As far as the overall educational experience (activities, clubs, sports, music, drama and art) we believe that the school is doing an excellent job, but again we want to find out how this can be further improved. Finally, we want to identify ways for better integration of our student body (for example, integrate Greek, Turkish and English cohorts from Year 1). To address all of the above, apart from discussions with SMT, we scheduled a series of individual meetings with the Heads of Department which began this month. In



terms of guidance counselling and career support, although the placement in the UK is excellent, we want to analyze the statistics and placement history in order to better advise students and decide if extra resource and support are needed (especially for the students that are seeking options outside the standard UK process).

**2. Human Resource** – The HR Committee identified and is working, among others, on the following important issues:

- New organizational structure (both for the Academic and the Administrative part of the School) that will make the operations of the school more efficient.
- Reviewing and updating, where necessary, of all school procedures (among those, the selection and recruitment procedure).
- Establishment of a suitable performance appraisal system, based on practices used by top UK schools.

**3. Buildings/Grounds/Health & Safety** – We are very glad that the construction of the Newham wing is under way since last August. The project is in 3 phases and is expected to finish by the summer of 2018. The Buildings Committee is monitoring the progress of this project and is in direct communication with the Technical Services of the Ministry of Education (which is the authority in charge of the project) and all other interested parties. A second major project that is under way (architectural plans are being prepared) is the replacement of the floor in the Sports Center at the first stage, and then at a second stage the rebuilding of the changing rooms. A third project that is being considered is the last phase of the renovation of the Main Hall (which involves the dressing rooms). In terms of Health & Safety, an area of extreme importance for us, through the guidance of our H&S outside consultant, we have been working to ensure that Health & Safety considerations are kept to the highest standard possible. Finally, in terms of Pastoral care, again an area of extreme importance for us, we are working with the school's expert team to make sure that we can provide to the students the necessary emotional support in order to achieve their maximum potential.

**4. Bursary & Fund Raising** – The bursary criteria for aid to students with financial needs have been reviewed and updated. Furthermore, efforts will be made to expand the scholarships based on merit, through external sources of funding. Our main aim is to attract and reward the best talent, in terms of students entering the school. Efforts are also being made to overview the set-up of an alumni network, which can be used for fundraising. We want to organize fundraising events with alumni and school stakeholders and in the future create an endowment fund that can be primarily used to improve the infrastructure of the school.

**5. Finance** – The Finance Committee is working to make sure that the finances of the school are in good shape and at the same time fund planned activities according to our



budget. Efforts have been made (starting from the previous Board) to control the payroll costs. As you might be aware, new teacher contracts are in place with more working hours which will replace the very attractive and high-cost old teaching contracts.

Finally, one last area that I would like to touch upon relates to the marketing plans and positive publicity that the school needs. Thus, an ad-hoc committee has been set up to carry out the task of selecting a PR partner, who will help the school in:

- ensuring a positive promotion in the media,
- increase the number of students that take the entrance exam, thus ensuring we attract a larger field of candidates from which we can choose the best talent,
- tackling adverse publicity,
- help us organize fundraising and PR events.

Closing this short address, on behalf of the Board of Management, I would like to reassure you that we will continue to work with the same zeal, love and dedication in order for the English School to continue to be the School of Excellence that it has rightly claimed to be for many years.

I truly believe that your decision in sending your children to the English School was a wise decision and working together we will secure a bright future for this historic school for the benefit of all the stakeholders – students, staff, parents and management.

Thank you.

Following on, the Headmaster, Mr. Graeme Garrett, in his speech addressed the AGM and highlighted the following:

- It is always a pleasure to address ESPA' s AGM.
- You never have a dull day when you are the Headmaster of English School.
- He stressed that the link must be vital between all stakeholders (parents, students and the school itself) for better communication and make sure that the school is functioning efficiently.
- The students' performance is outstanding, as the Chairman of the Board mentioned on his speech, as their results are excellent.
- The School is trying to give them the skills of life as they will need to have in order to move their education further. They have the ability to do even better as long as we encourage them.
- One of his big targets is the staff development and modernize the teaching methods as per ISI report.



### **Address by Mr. Stelios Theodosiou – Formula 1 (F1) in Schools**

Mr. Theodosiou was invited to present to the parents the mission of this Club, based on the latest achievements that the students had during the last competition. Mr. Theodosiou highlighted the following:

- The mission of this Club is to help change the perceptions of science, technology, engineering and maths by creating a fun and exciting learning environment for young people.
- F1 Technology Challenge is a multi-disciplinary challenge.
- Engages students aged 14 to 19 in the process of design and manufacture.
- Students use CAD/CAM software and collaborate to design, analyse, manufacture, test and then race miniature gas powered balsa wood F1 cars.
- Engages and motivates students and makes students want to learn.
- Raises achievement and provide students with knowledge and skills to turn creativity into real life products.
- Prepares young people for future roles in design, technology, engineering and scientific industries.

### **Approval of Minutes of the AGM of 29<sup>th</sup> of October, 2015**

The minutes were approved.

### **Report by the Chairman of the English School Parents Association (ESPA), Mr. Marios Anastasiou**

Dear Honorable guests,  
Dear Parents

ESPA's primary role is to represent the interest of all English School Parents, to raise and address issues of concern and support the school in achieving its goals as an institution of Academic Excellence.

ESPA's efforts over the last academic year were focused on four pillars:

1. Academic / Educational Excellence
2. Infrastructure and School Facilities
3. Support the Clubs and School Activities
4. Support the School's Multicultural character



For achieving its targets, ESPA has been in close and regular contact with all the Stakeholders of the School, the Board, the Headmaster and Senior Management, Staff, Parents, Students and ESOBGA.

The effort is to further assist in improving the School and identify constructive solutions for the benefit of all the Students and the School.

The main issues that are currently under discussion with the Board and the School are:

- ISI Report – Issues, Planning and Implementation
- Academic /Educational:
  - Private Lessons
  - Teaching and Class uniformity / Quality of Teaching
  - Planning and Uniformity of syllabus completion
  - Monitoring Procedures
  - Conversion to Linear A-Levels (Syllabus / Past papers)
  - 3 A-Levels Vs 4 A-Levels (Time Allocation)
- Infrastructure – New Building, School Facilities, and Safety issues
- Leaving Certificate / Apolitirion
- School support with University Applications

We are pleased to note that most of the issues raised by ESPA have already been taken into consideration by the Board and the Headmaster and have formed part of their planning.

ESPA joint its efforts with the Management of the School to ensure that the school retains its status as the best school in Cyprus. We are pleased to note the excellent results our students had during the current academic year.

A list of ESPA's activities has been provided with the invitation to this AGM:

Just note that apart from the necessary meetings and addressing issues ESPA engaged in:

- Sponsorships to School events
- Running of ESPA own events
- Support of the School's international representations
- Contributions to School equipment and infrastructure
- Support the Clubs

and to make an announcement, ESPA is about to support the introduction of a new Club the "Robotics Club"



I would like to take this opportunity to thank on behalf of the ESPA council:

All parents that support our efforts  
The Chairman Dr George Theocharides and Members of the Board,  
The Headmaster Mr Graeme Garrett  
The senior management, teachers and staff, and especially Mr Stelios Theodosiou for his presentation,  
The student council the Head-Boy and the Head-Girl

I would also like to thank Ms Magda Nicholson and the members of the previous Board of management.

Special thanks to our sponsors and supporters.

Many thanks also to the fellow council members for the endless hours they offer to this voluntary effort.

Closing I would like to note that ESPA is committed to continue its efforts and support the school in reaching new levels of excellence.

Thank you

### **Accounts and Auditors' Report**

The Deputy Treasurer of the ESPA Council, Mr. Elie Salame, presented the Financial Statements of the Association for the year ended 31<sup>st</sup> August 2016 which were also posted on the ESPA's website.

He commented that the subscriptions by members were increased by 25% and ESPA's contribution towards school events has been doubled.

As there were no questions, the Financial Statements were approved. Special thanks were expressed to PWC, for auditing the accounts free of charge and for their continuous support through all these years.

### **Nomination and re-appointment of Auditors**

It was approved that PWC will audit the accounts for next year.





## Elections

The Chairman mentioned that the Constitution requires for a Registrar committee of 4 members, to be formed, for the election procedures. The members volunteered to comprise the election committee are: Mr. Artemis Artemiou, Mr. Michael Kamperis, Mr. Loizos Economides and Mr. Christoforos Stylianides.

The Chairman informed everybody that 1/3 of the Council, 5 members, are replaced every year. They have received 7 nominated members as candidates. The 7 members nominated in alphabetical order are:

1. Anna Michaelidou Alexandrides
2. Elie Salame
3. Panicos Makariou
4. Parsy Zartarian
5. Polina Antoniadou Kokkinou
6. Theano Kalavana
7. Toni Semiler

Since the above candidates were present, the Chairman called each of the candidate for a very short presentation of themselves to the parents' body.

They have proceeded with the elections and the proposed candidates took the following votes:

1.	Anna Michaelidou Alexandrides	72 votes
2.	Elie Salame	83 votes
3.	Panicos Makariou	71 votes
4.	Parsy Zartarian	37 votes
5.	Polina Antoniadou Kokkinou	68 votes
6.	Theano Kalavana	29 votes
5.	Toni Semiler	38 votes

Based on the above elections, the five new members of the ESPA Council are:

1. Elie Salame
2. Anna Michaelidou Alexandrides
3. Panicos Makariou
4. Polina Antoniadou Kokkinou
5. Toni Semiler





The Chairman thanked everybody for attending the AGM and the meeting was adjourned.

Marios Anastasiou  
ESPA Chairman

Dr. Paola Nicolaidis  
ESPA Secretary