



24 March 2004

**(2003/2004)
Newsletter No. 2**

Dear colleagues,

It has not been long since I last wrote. However, during the last two months, the Executive Committee members have been working hard to better serve you and strengthen our platform for professional development. The following are the latest news for you.

1. **40th Anniversary Logo Design Competition**

With the earnest support of members, 184 entries were received. 11 were selected into the final round and members who attended the Annual General Meeting on 16 December 2003 were invited to cast their votes. We are pleased to announce the following results:

Prizes	Name of students	School
First	Au Wai Yan	Law Ting Pong Secondary School
Second	Chan Karen	St. Mary's Canossian College
Third	Chan Ka Yu	Canossa College
Merit	Wong Ka Man	Law Ting Pong Secondary School
	Chiu Sin Alice	St. Paul's Secondary School
	Cheng Muriel	St. Mary's Canossian College
	Chan Kam Sheung	Law Ting Pong Secondary School

Our congratulations to all winners. The winning logo will be used in all our letterheads this year.

2. **Annual Conference**

The annual conference will be held in the morning on 11 June 2004 (Friday). Please mark the date onto your diary and reserve it for the annual conference. This year, we will have an excellent programme for members to share from eminent speakers on the topic : "Human Resources Management : Principal's role in the ever-changing era." More details and the registration form will be sent to you by early May.

3. **Survey on surplus teaching staff and laboratory technician**

We know that some schools are affected by EMB's latest Circular Memorandum 26/2004 on Estimates for 2004/2005 and would like to conduct a survey on this issue to ascertain the impact. Your kindness in returning the completed questionnaire is much appreciated. Any advice on this issue is much welcome. Please contact Mr. Vincent Wong at 2843 4662.

4. **Enhanced service for Associate Members (Vice-principals)**

As we are committed to serving our associate members better, we hope to build a stronger network among them and with the Association. Besides, professional programme will be specially devised for Associate Members. The following is something we aim to achieve in the near future.

a. Establishment of an e-mail network

We will try to connect all Associate Members through an e-mail network. We hope to take advantage of the convenience of information technology to facilitate sharing and exchanges. Some trial runs will be conducted soon.

b. Survey on development need

Associate members are kindly requested to fill in the attached questionnaire so as to help the task group get a clearer picture on your needs and interests. The Executive Committee can then devise programmes and activities most suitable for associate members.

c. Happy Hour Forum

There will be a series of Happy Hour Forum specially organized for Associate Members. Details of the first one are as follows:

Date: 16 April 2004 (Friday)

Time: 4:00 – 6:00 p.m.

Venue: St. Margaret's Co-educational English Secondary and Primary School
33 Sham Mong Road, Shamshuipo, Kowloon.

Theme: The preparation for External School Review (ESR) : Tips and
Experience Sharing

Both the questionnaire and registration form for Happy Hour Forum are attached for Associate Members. If the Vice-principal(s) of your school is/are not a member of the Association, please kindly pass the information on Happy Hour Forum to them.

I will write about the Annual Conference soon. Take care and God bless you.

Mrs. Ruth Lee
Hon. Secretary



Happy Hour Forum for Associate Members

Dear Associate Members,

Last May, the Education and Manpower Bureau launched the initiative “Enhancing School Development and Accountability through School Self-evaluation (SSE) and External School Review (ESR)”. Since then, we are all surrounded or even over-whelmed by the various templates and documents.

Starting from 2003-04 school year, all school has to conduct the SSE exercise. The first batch of 100 schools are now going through the ESR process. It is therefore high time for us to conduct a Happy Hour Forum to share experiences and tips related to the ESR exercise. As the vice-principals of your school, you definitely have a vital role to play. To help you understand more about the exercise, we have invited external reviewers and colleagues from schools which have gone through ESR to share with us. Please do come and join us. Details are listed below.

- Date : 16 April 2004 (Friday)
Time : 4:00 – 6:00 p.m.
Venue : St. Margaret’s Co-educational English Secondary and Primary School
33 Sham Mong Road, Shamshuipo, Kowloon (map attached).
Theme : The preparation for External School Review (ESR) : Tips and Experience Sharing
Target Group: Vice-principals
Setting : Informal sharing, light refreshments will be provided.

All vice-principals (including non-members) are welcome. If you are interested in coming, please complete the reply slip below and return to Mr. Koo Chao Ming before 9 April 2004.

Hope to see you all then.

Mrs. Ruth Lee
Hon. Secretary

Reply slip

To : Mr. Koo Chao Ming (顧兆敏)
Tung Chung Catholic School

Fax No: 2109 4803

Tel No: 2109 4962

Please put a “✓” on the box and complete as appropriate

- I will attend the Happy Hour Forum on 16 April 2004 to be held in St. Margaret's Co-educational English Secondary and Primary School.
- Please reserve a parking space for me. My car registration no. is _____.

Name : _____

School : _____

Associate Membership : ____Yes ____No
(please tick as appropriate)

Please reply by fax (2109 4803) before 9 April 2004 (Friday).



Questionnaire For Associate Members

Dear Associate Members:

Welcome you to AHSS!!

In order to have a better connection with you all and to offer better service to you, we would be grateful if you could take a few minutes to complete the following questionnaire and fax it back to Mr. Koo Chao-ming at 2109 4803. Thank you.

1. AHSS's Connection With You

What is your preference for the following ways of communication with you?

<u>Method</u>	Order of Preference (1 = the most preferred)
Email	
Fax	
Newsletter (through mail)	
A Column in AHSS	
Webpage	
Others (Please Suggest)	

2. What Do You Expect From AHSS

What is your preference for the following services from AHSS?

<u>Services</u>	Order of Preference (1 = the most preferred)
Professional Development	
A Chance to Share with other Associate Members (i.e. vice-principals)	
Others (Please Suggest)	

3. Further Information

Continuing Professional Development (CPD)

What is your preference for the following professional development topics?

<u>Topics</u>	Order of Preference (1 = the most preferred)
School Self and External Reviews	
Dealing with Bullying	
Meeting with Media	
Staff Management	
School-based Curriculum	
Others (Please Suggest)	

What activities would you like AHSS to arrange for CPD and sharings?

<u>Topics</u>	Order of Preference (1 = the most preferred)
Happy Hour Forum	
Workshops	
Short Courses	
Others (Please Suggest)	

What is the most convenient time for you to join CPD activities and sharings arranged by AHSS?

<u>Topics</u>	Order of Preference (1 = the most preferred)
Happy Hour Forum	School Days after 16:00 _____
	School Days after 17:00 _____
	Saturday mornings _____
	Saturday afternoons _____
	Others (Please suggest) _____

Workshops and short courses	After school _____
	On Saturday mornings _____
	On Saturday afternoons _____
	During school holidays _____
	Others (Please suggest) _____

Please return to Mr. Koo Chao-ming by fax at 2109 4803 **before 9 April 2004**
(Friday).