

To whom it may concern,

27th August 2019

International College Hong Kong, Hong Lok Yuen (ICKHLY) is an international kindergarten and primary school, founded 36 years ago, with an enrolment of around 420 students. The Board of Governor's comprises of parent volunteers, with the Head of School as a member of the Board, as well as the Head of School of the ICHK Secondary School, which was founded 10 years ago and is a separate campus.

This is to put on record the assistance that has been provided to ICHK HLY in 2018 and 2019, by Michael Iannini of PDacademia.

Our first experience as a Board of Governors to work with Michael was in September 2018, when he organised a bespoke 1-day 'Governance' workshop for the Board and Management team. We had several new members on the Board and a newly serving Interim Head of School. Michael helped us to understand each parties governing responsibilities and facilitated discussions to focus our work for the coming year, which would be to begin a formal recruitment process for a new Head of School.

The feedback received by Board Members and Management was very positive and this led to the school contracting Michael to design and facilitate our international recruitment process for the new Head of School. This process included developing and coaching the Board to conduct Competency Based Behavioral interviews, conducting multi-stakeholder consultations to develop an evaluation for the incumbent candidate and designing and facilitating on-site interviews for candidates that progressed through all stages of the process. During this latter stage of the recruitment process Michael met regularly with all staff and members of our community, parents and students, to coach them on how to interact with and interview candidates visiting the school.

Michael has since been involved in training various leaders at the school, which again has received good feedback.

Myself, the Board and Management team at ICKHLY are very grateful to Michael for the guidance and support he has provided, and we plan to have the Board and senior leadership team to undertake annual refresher training on Governance issues with Michael.

Regards,



John Wilson

Chairman of Board Of Governors, ICKHLY