



International School Eindhoven

10 September 2019, MR-PO

Primary MR Meeting 10 September 2019

Version: approved

Location: OBB, Eindhoven

Present: Colin Owen (CO), Annelies Manders (AM), Heleen de Rijke (HdR), Corinne Kemperman (CK), Chantalle Taylor (CT), Beena Arunjai (BA),

Not present: Thiru Kanagasabapathi (TK), Dennis Murray (DM).

MR-PO internal meeting

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1. Welcome at 18.35

Welcome to Sarah.

2. Announcements and incoming emails

- Approved minutes from CMT
- Sunday lunch parents committee welcome to new parents. Parents, Colin was present. He gave information and answered questions.
- Coffee morning 13 September: Colin and Beena will be present for sure.
- Communication from CvB will be from Meine Stoker or from one of the HOD (Head of Departments).
- Announcements from CvB: Without a director on ISE communication between HoD and CvB is arranged for every Monday morning. Also, the HOD will have direct information from central staff management, so they are more in line with all development. HOD or CvB can be invited to MR meeting from 19.00 – 19.30. Procedure new director will be the same as last time. The committee exists of 9 persons. New director will have a 1-year contract at first. Interviews for a facility manager at ISE to support HoD for this year are being held with HR department.



3. Minutes

Minutes of 25 June 2019 were approved.

4. Minutes PMR-PO

1. Agenda is as planned.
2. – Bicycle shed for staff is too small. Wooden sheds are being built for the group 1 and 2 classes. The bicycle shed will be extended.
 - Every Monday CvB is meeting Daphne, Joan and Marcella (HoD). HoD are not in CMT meetings, just on invitation.
 - New house style was presented: Urban graffiti. Mixed emotions and feedback on the design for ISE. Soon a few templates for forms etc. will be distributed.
3. In February 2020 inspection will visit ISE primary. Global Missions projects meet the goals for Dutch education (kerndoelen). The inspection visit will start with a meeting with CvB, after that the school will be visited and also meetings with staff, parents and students.
4. The Schoolplan 2018-2022 is not yet introduced to ISE staff, but importance is genuine. 6 December will be dedicated to our Schoolplan. Staff who are not present that day will have access to the contents of the study day. Parents and students will also have an appropriate introduction.
5. Every year primary receives subsidy for our EN staff and materials. Subsidy is sufficient for the needs of our school.
Proposal is to increase staff and appoint a child therapist for 0,2 FTE in the EN staff.
6. - Task policy 2019-2020 differs from last years. Task hours changed; task forms are being sent by e-mail. Some staff went to HoD for a short meeting on their task forms. Few made arrangements with HoD because they would not be able to come to school at 8 AM.
 - Sustainable employability (Duurzaam inzetbaarheid) hours are new to INT department. There used to be 10% of professional development hours (according to the individual staff member FTE), now there are 5% professional development hours and 40 hours (with 1 FTE on yearly base) of sustainable employability. Staff can save these hours for a maximum of three years (with approval of HoD and with defined goal), but every year these hours can be for visiting other groups, other schools, courses, different schooling, etc. HoD is obligatory to find a substitute during teaching hours.
7. Procedure to form a committee for the new director is almost done. 6 members are proposed by MR VO and PO. Other committee members are 3 HOD and 1 CvB.

5. School guide

Parents voted by email. Remarks have been sent together with the approval.

6. Election parent members MR-PO

Parents election timeline:

August/ September	Inform parents in newsletter of vacancy in MR-PO	CK will send info to HdR, CK will check with administration e-mail addresses parents
September/ October	Parents candidates can apply	Colin will monitor

October/ November	Presenting candidates to parents Voting through open link, 1x voting per e-mail address, results in pie-charts Or voting on paper like last time.	Colin and ... are election committee and will monitor and share results.
December	10 December last meeting with Colin Results published	

7. Year agenda 2019-2020

Formation plan in agenda schedules for 11 May 2020 is rather late conform Dutch law. Reasons are familiar and understandable. We agree to the schedule.

8. MR-PO on website

Sarah will make necessary changes and update the text. She will contact MR-VO for extra input.

9. ICT Policy

Approved.

10. Results investigation merger SPVOZN -Strabrecht

We are apprehensive but some things need to be clearer e.g. is this a foundation merger or other goal, effects on career paths/ natural labour turnover. This is also a chance for 1 MR meeting for ISE.

Extra information will be obtained from parents by mail and PMR meeting with AOB union representative on 30 September.

In favour: 4, abstention: 2, against: 0.

11. Information on use of Google in SPVOZN

First this document should be in English too.

We have concern on security/safety for staff as well as our pupils and parents and feel there is a lot of difference in primary and secondary. Primary staff is full using Google, Ipads, Chromebooks, Drive. As secondary is not ready using Drive or Chromebooks but still using Microsoft.

12. Procedure new director

We have 4 persons representing PO department.



13. AOB

CO: Safety issue addressed to HOD and director last years. Still enormous concern on street to staff car park, no lights, for parents, students and staff dangerous to walk there in the dark. Municipality is letting us down. It is not our property. Parents are responsible for their children on this road. Car park gates are staying open in the afternoon. Unchecked if children are on the right bus. Again, this is responsibility of parents. Teachers, class assistants and other parents are helping (little) children every day.

14. Closing at 21.50.

Next meeting PMR 10 October 2019 (staff only)

Next meeting MR-PO 22 October 2019

Next coffee morning 8 November 2019, 8:45 – 10:00 AM

15. Approval / advice summary

Approval School Guide ISE PO: In favor 3, against 0, abstention 1

Approval IM: ICT Beleidsplan (ICT policy SPVOZN) 2019-2022: in favor 6, against 0, abstention 0.

Approval Report with Results Investigation Merger SPVOZN-Strabrecht: In favor 4, against 0, abstention 2.