



To:	<b>MR-PO</b>	Minutes:	<b>MR member</b>
What:	<b>invitation MR-PO meeting</b>	Version:	<b>1</b>
Date:	<b>Wednesday May 29</b>	Location:	<b>OBB 0.41</b>
Agenda:	<b>MR member</b>	Start:	<b>19.00-21.00</b>
		Language:	<b>English</b>

		<b>Documents</b>	<b>Status</b>
	present; 6 MR members (2 with apologies), director, interim head BDD		
<b>19.00</b>	<b>MR-PO meeting</b>		
1	Agenda setting		
2	Announcements Director <b>Formation plan is important; connected to the school fees.</b> <b>Director has taken on the advice provided to share information and what is expected from MR more clearly.</b>		
3	Minutes MR-PO <b>Approved after changes</b>	<u>minutes April 18</u>	
4	schoolhours Jan Luikenstraat;  <b>Parents need to be involved in the process of changing the school times. A questionnaire has been put together to ask parents for their feedback on different elements related to the schooltimes (after school care, shuttle bus etc). Open communication (through a questionnaire) and the data gathered from this will help this process.</b> <b>An overview has been made to show the difference between the current schedule and the suggested new schedule.</b> <b>The suggested new schedule was explained to show that there is a limited loss of total lesson time and that the hours are still above government standards.</b> <b>In the questionnaire the parents are asked which one they prefer.</b> <b>The teachers have shared what they would prefer, which is also explained in the questionnaire.</b>  <b>The options of after school activities and BSO were shared, also including the possibility to still</b>	information head of dept BDD	inf

make use of after school activities at the campus (Oirschotsedijk).  
Home Languages are also being looked at, to see if they can be offered at the Jan Luikenstraat, or if the children can still go to the Oirschotsedijk.

Teachers have to work until 16:00 and can help organising ASA, working towards 'more than a school'.

The questionnaire was explained to MR and adjusted so it is as neutral as possible.  
The questionnaire will be shared in the next parent newsletter, so that the answers can be shared with the MR.

There will be an addition to the questionnaire that it will explicitly state the the additional hour of BSO will bring extra cost.  
In the questionnaire the options of traveling between locations (car / shuttle bus) are asked, to see whether parents would make use of a shuttle bus or not, also considering the price.  
Head of department shared that it would be too much to now ask for specific days, otherwise it would be too much information.  
If parents choose the option to keep the current schedule, it will be difficult to make use of the ASA at Oirschotsedijk.  
There is also an option of having students from Oirschotsedijk join ASA at Jan Luikenstraat on Wednesday (if the new schedule will be accepted).  
Four Home Language class teachers have already asked if they will be able to also teach at the Jan Luikenstraat.  
Schedule: lunch-lesson will be clarified.  
Different starting times were expected to be needed for the kiss and ride. The municipality conducted research and found that probably 80 cars would get to school daily. The time it takes to get out of the car will be quick enough to not need a kiss and ride.  
There can be different entrances and points for younger and older children.  
The municipality will observe how it goes and will then later on decide whether a kiss and ride is necessary or not.  
For now, parking on the street will be free until 09:00.  
TA's will organise the morning arrival and home time.  
Home time pick-up need to be thought through a bit more.  
→ MR member shared that a lot of children go to BSO already, so they will not all leave at that time.

The option of keeping the current schedule and still joining Oirschotsedijk ASA at 16:30 will be looked into.

	<p><b>MR parent feels that changing the schedule is very rushed, will there be a bus available, will teachers be available for ASA?</b></p> <p><b>Head of department shared that the new school times will allow teachers additional time to get used to the new school and time to prepare and work on changes.</b></p> <p><b>Head of department asked for feedback to be shared by tomorrow, so that he can finalise it on Friday.</b></p> <p><b>Context / explanation will be added to show how much impact the responses will have in the final decision.</b></p> <p><b>During the focusgroup session on Thursday, more parents joined the schoolfees and traffic than the building.</b></p>		
5	<p>Child protection and safeguarding policy</p> <p><b>This document has been to the MR before. There were updates to the VOG (police check).</b></p> <p><b>→ ‘An overview of ISE staff members that are responsible for external visitors on campus’ a school year needs to be added and this needs to be updated yearly.</b></p> <p><b>Vote: 6 approve</b></p>	doc WS2	appr
6 (19.40)	<p>Raising the schoolfees</p> <p><b>Following questions were posed:</b></p> <ul style="list-style-type: none"> <li>- <b>Challenging that we are asking for an increase when we froze it 2 years ago for 3 years.</b></li> <li>- <b>Looking at the numbers, we say that there are less students. Is the drop in numbers only from the move, or is it a drop in international students?</b></li> </ul> <p><b>Answer: the salaries of staff need to be taken into account. They were raised and that needs to be covered. This is for only international staff and their salaries. The cost of staff goes up, it is not related to student - teacher ratio.</b></p> <ul style="list-style-type: none"> <li>- <b>MR parent shared that it needs to be explicit that it is not related to the ratio and that less student does not mean that teachers stay and those costs stay the same.</b></li> <li>- <b>Looking at other schools, their fees lately increased 3.6%, ours is at 18.6%</b></li> <li>- <b>Director shared that the reserves of primary are dropping, they need to go back to a healthy level.</b></li> <li>- <b>Parent shared they need more time and information to be able to make a decision.</b></li> <li>- <b>Questions regarding parent fees for bilingual were asked. This is consent. MR member shared that they do not see where this number comes from and that this does not seem to match the staff we get for it.</b></li> </ul>	doc WS1	inf/appr

	<ul style="list-style-type: none"> <li>- More time and information will be needed.</li> <li>- Comment on formation plan: it states that it can be changed after 1st May, which is legally not the case.</li> <li>- MR parent shared that there are concerns about student numbers per class.</li> <li>- director will share resource where information about parent fees ( int dept) can be found</li> </ul>		
7	<p>Holidays and studydays  <b>Two days before Christmas will not lead to additional task hours.</b>  <b>Vote: 6 approve</b></p>	doc WS4	appr
8	<p>Waste plan  <b>Will be looked at next time.</b></p>	doc WS5	inf/adv
9	<p>DEIJ policy  <b>Some feedback was given:</b></p> <ul style="list-style-type: none"> <li>- Links to do not link to what they should - differentiation to <i>high quality learning</i> statement.</li> <li>- Clubs: only for secondary, this needs to be specified.</li> <li>- Should be shorter.</li> <li>- Page numbers.</li> <li>- Make sure all MR members need to have access to documents (also those linked).</li> <li>- Clearly stated when it was reviewed, approved and by who).</li> </ul>	doc WS6	appr
10	<p>campus extension  <b>Working on starting two full rounds of information gathering, with a consultant, every round has four focus groups/participation groups. The two remaining ones are being planned ASAP.</b>  <b>Members of the MR will also be invited to take part. MR will receive feedback from first round and participate in second round.</b>  <b>It was shared that staff members were invited at times outside of working hours.</b></p>	doc WS7a-d	inf/adv
11	<p>temporarity Jan Luikenstraat</p> <ul style="list-style-type: none"> <li>- Parents sent an email to director regarding the move and the letter from the municipality.  Director shared that the municipality communicates what they communicate and he will leave it at that. Nothing else to comment on.</li> </ul>	letter gemeente to parents	inf
	<p><b>Additional announcements before director had to leave:</b></p> <ul style="list-style-type: none"> <li>- School activity plan is being worked on and will be shared.</li> <li>- Plan to start a foundation for the bilingual department.</li> <li>- Work distribution plan for international is finalised, bilingual is being worked on, this will also be shared.</li> </ul>		

	<ul style="list-style-type: none"> <li>- Final version of the school guide will be shared, with the provision that some data is more secondary than primary.</li> </ul> <p>It was shared that deadlines agreed upon with the MR are not being met, information and documents are late.</p> <ul style="list-style-type: none"> <li>- One million euro reservation for the new location. Can we see an overview of how this is being spent?</li> </ul> <p>Answer: director has a meeting with people involved on Monday. Everything that is known will be shared with the MR.</p>		
20.30	meeting without director		
	<p>chair vice chair</p> <p>The wish was shared to have open communication, with all MR members, not only the chair.</p> <p>It was discussed that the role of the chair is to lead the meetings.</p> <p>→ Acting chair: Ozgur → Acting vice-chair: Thiru</p>		
	<p>GMR</p> <p>A question will be asked to the supervisory board about the results from staff questionnaire as well as parents.</p>		
	<p>final advice document for relocation</p> <p>Discussion on the conditions for the advice on the move.</p>		
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10	Closing		

I = instemming/approval

A = advies/advice

M= MR

P= PMR / teachers

O= oudergeleding MR/ parents M

Next PMR

Next MR-PO

to do	
director;	<i>share information and what is expected from MR more clearly.</i>
	<i>focus groups/participation groups (extension campus). Members of the MR will also be invited to take part. MR will receive feedback from first round and participate in second round.</i>
	<i>School activity plan is being worked on and will be shared. Plan to start a foundation for the bilingual department.</i>

	<p><i>Work distribution plan for international is finalised, bilingual is being worked on, this will also be shared.</i></p> <p><i>Final version of the school guide will be shared, with the provision that some data is more secondary than primary.</i></p>
	<p><i>director has a meeting with people involved (spending one million euros) on Monday. Everything that is known will be shared with the MR</i></p>
	<p><i>director will share resource where information about parent fees ( int dept) can be found</i></p>