



International School Eindhoven

To: **MR-PO**
 What: **invitation MR-PO meeting**
 Date: **Febr 20th**
 Agenda:

Minutes:
 Version: **1**
 Location: **JLS**
 Start: **19.00-21.00**
 Language: **English**

		Documents	Status
19.15	meeting with director		
1	Agenda setting		
2	Announcements GMR discussion/opinions about *doorstroomtoets *Changes in supervisory board, *Information sessions at the PDBD have high attendance. *HR functionhouse project, * parking permits for the PDBD. * vacancies in the GMR, one parent and one staff member from the international department. *Recently introduced protocol: extreme weather.		
3	Minutes MR-PO Update on minutes based on MR training: Lawyer cannot come out of MR budget MR training cannot be counted when considering other training/courses MR staff members want to do. Approved	minutes jan 9 2025	
4	explanation/update subcouncil The executive board manager of SILFO is mandating steps to take. The board manager will mandate those steps in the next few days. There do not seem to be any issues *accountancy checks * agreements on deadlines for certain steps, such as elections.	no	info

	<p>By the end of this school year everything should be ready for the subcouncils, so that these can start next school year.</p> <p>No definitive timeline can be given, after the mandate steps can be taken and one of those steps is to share with the MR.</p> <p>trust funds</p> <p>Draft statutes document is complete. Document with ins and outs of the board with three trustees that manages income of voluntary parental fees of PDBD. Advised by several people and checked by a notary. Feedback from the notary, executive board manager needs to sign.</p> <p>It is not setting up a new one, but changing an existing one. An update is expected soon from the notary, after which the MR will be informed.</p>		
5	<p>extension campus communication to MR</p> <p>In terms of transparency and participation, before the steering group meeting a number of MR members will be invited to a consultation meeting. Steering group sets parameters. Steering group has stakeholders and advisors, operations team and leadership team.</p> <p>The consultation meeting will then be followed up by a working group meeting, which will add more detail to the parameters. Working group has staff members.</p> <p>SILFO is responsible for the extension and has the responsibility towards the municipality to account for the money received.</p> <p>The aim of the consultation meeting is to inform the MR, share updates on budget and steps that have been taken and will be taken. More like an information round and consultation round than a participation round.</p> <p>It was suggested that if the director wants to use this as MR involvement, then it could be valuable to have parents involved in this meeting as well.</p> <p>As SILFO is responsible, the MR needs to be asked for advice. It would be good to inform and involve parents prior to this.</p> <p>10th March the first big thing will happen, there will be a big hole in the ground. At the moment the fences are up, but the big change will start from 10th March onwards. Plan is that it will be finished in Spring 2026.</p> <p>The latest plan will be shared next week.</p>	no	info

	<p>Playground equipment cannot be moved to the area where the temporary buildings used to be. For now, this is what it is.</p> <p>There will be a playground workgroup and have applied for subsidies.</p> <p>→ PC is also willing to put some money towards this.</p> <p>MR will be involved before and/or after the working group meetings.</p> <p>Monumental status of the campus does not seem to play a role in changes to the playground.</p> <p>Small equipment will be available on a shorter term, particularly for the FD-Group 4 playground. This is based on a meeting a member of staff had with children in Groups 3 and 4.</p> <p>Question regarding indoor play when it is cold: it was shared that they do go outside, but for a shorter period of time.</p>		
6	<p>annual report</p> <p>Document is clear. Query around how detailed it should be and if some of it requires numbers.</p> <p>It was shared that this is for SILFO, it cannot be too long and guidelines for writing are provided. It is a public document.</p> <p>For some topics there is a statement that something has been put into place, but necessarily how effective it is.</p> <p>It was explained that sometimes the follow-up is in next year's annual report.</p>	annual report	info
7	<p>draft formation plan</p> <p>The process has started, formation is kicking in. Before the next meeting, a draft will be available, as well as directions.</p> <p>The formation plan needs to be approved by the MR by May 1st, so information prior to the meeting on April 15th would be appreciated.</p> <p>More information will likely be available in March.</p> <p>It was agreed that we need to have information beforehand, to be able to get as close to approval as possible by April 15th.</p>	no	info
8	<p>DEIJ- latest, corrected version</p> <p>We did not have access, and will go to the next meeting.</p> <p>The conditions were acted up on, none not in agreement.</p> <p>One thing was not added in, which is connected to inclusion and who is able to attend the school in terms of financial means.</p>	DEIJ doc	info
9	<p>code of conduct-just read it</p>	code of conduct	info read- questions

	<p>Some questions were unclear, so might be difficult to answer. For some there is no clear (number) answer, e.g. extravagant gifts.</p> <p>There was a previous code of conduct, prescribed by SILFO. It has gone to staff.</p> <p>Agreement that MR members will go over their questions again to check for clarity.</p>		ready before this meeting
10	<p>(parent fees- info)</p> <p>This will go hand in hand with the draft of the formation plan. No further details for now. → Even more important to have information on time.</p>	no	
11	<p>traffic safety campus (request from previous meeting)</p> <p>Gate constantly open to enter the campus, but for leaving it is one by one as there have been problems with speeding.</p> <p>Kiss and ride has been added as a reminder to parent newsletters. Campus supervisors are faced with horrible treatment from parents when parents are asked to follow the procedures, including verbal abuse and hand gestures. → Suggestion to keep mentioning the kiss and ride expectations to parents. → Potentially involving neighbourhood cops, to get involved and inform parents. → For PDBD 'school zone' signs could be something to look into.</p> <p>campus; parking spots not being clear, this seems to be a financial challenge. One argument is that it has been like this for 10 years and has never been a problem, so there does not seem to be a reason to do this.</p>	no	info
12	<p>classroom 6/7- MR not informed and report- follow procedure</p> <p>MR has not been informed in previous years. The VOO suggests that if there is a good reason (such as low numbers). Only for structural change, should the MR be involved.</p> <p>Conversation around the importance of inviting parents in for a meeting when this happens.</p> <p>PDBD is still working on new reports.</p> <p>Only 8 parents responded to the initial feedback survey after the first report. There will be a new feedback moment with staff for the term 2 report and there will also be a new feedback moment.</p>	see report (pdf)	

	The report will come back on the agenda in April, hopefully with feedback from staff and parents and potential changes if needed.		
13	ASML tournament (mail parent)- denied. Why exactly? It was too late to organise. It was unclear that staff would not be involved (which would have caused supervision challenge). Missing lesson to participate in this tournament would be dependent on children's behaviour as well as if they can miss the learning.	question parent	
14	holiday schedule (without study days) Next meeting we should have the holiday schedule including the study days.	holiday schedule	?
20.15	part without director		
	election GMR members We need 1 staff member and one parent member from the international department.		
	pre meeting before the next meeting		
	For MR members: if we need to come up with questions or comments prior to the meeting, we should set a deadline for ourselves.		
	-		
10	Closing		

Action list

what	who	when
update subcouncil and trust fund	director	after mandate
extension campus	director	when information available
DEIJ doc-all links accessible	director	next meeting April 15
draft formation plan/parent fees	director	prior to next meeting (MR has extra meeting on April 10th)
code of conduct	MR	clarify questions
holiday schedule incl study days	director	next meeting April 15
elections GMR members	MR	before May holiday

announcements;

I = instemming/approval

A = advies/advice

M= MR

P= PMR / teachers

O= oudergeleding MR/ parents M

Next PMR

Next MR-PO