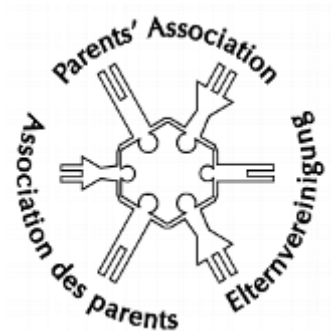


Minutes of the Board Meeting of 14th November 2019

The meeting was held in the premises of the EPO, Bayerstr. 34, Room 3468 from 6:40 pm until 9:20 pm

Minute writer: Adriana Vera-Merz



Attendees:

PA Board members: Antje Stoller, Irene Rosin, Julien Jacoby, Marina Conte, Flavio Carsughi, Esteban Hernández Castelló, Mohan Chennupati, Katia Sittler, Giorgios Lazaridis, Anna Cattani-Scholz, Germana Baldisseri, Roberto Trimarchi, Martin Ratcliffe, Rupert Plenk, Caroline Müller, Gerry van Woensel, Rafael Baltanás Jorge, Adriana Vera-Merz

Observing members of the Educational Council: Dirk Petry (EC DE Secondary), Ines Lampreia (EC SWALS Primary), Mihail Tzekov (EC DE primary), Marcela Frank (EC SWALS Secondary)

Absent PA Board Members: Stéphane Fraissé, Sofia Macieira

1. Approval of the agenda

The chairman opened the meeting at 6:40 pm. The agenda was approved.

2. Approval of the minutes of the last board meeting and of the minutes of the General Assembly

The minutes of the board meeting held on 23rd September 2019 were approved.

The approval of the minutes of the General Assembly of the Parents' Association held on 22nd October 2019 was not on the agenda. However, they were approved.

3. Introduction of new board members

Rafael Baltanás Jorge, new member of the board in the position as second chairman, introduced himself.

4. Chairman's report

The afternoon care RUF/Pauker will be relocated from house 5 to house 1 in Fasangarten. Germana Baldisseri informs that there is a further meeting planned with school and RUF representatives. A solution to allocate the best suitable rooms for RUF is being sought.

There has been no communication from the school to parents on this topic yet. A suggestion is that the school will send an official communication to all parents clarifying the reason of the closure of house 5. During the meeting with the school Germana Baldisseri will raise this point.

Communication is a topic that the Chairman will raise in the next jour fix with the school directors.

Ruppert Plenk informs that there is a working group for the new market system and the German conversion table. One of its leaders is Carsten Metz, former Educational Council representative. Dirk Petry is also a member of this group. The assembly of the German language section agreed that this working group may act on its behalf. It has not been agreed that the working group can act on behalf of the Parents' Association.

The efforts of this working group are important and appreciated, but the board doesn't want this working group to act independently from the Parents' Association (e.g. signing as "parents' representatives"). The Chairman will strive for integrating the group to the board and make it official for it to act on behalf of the PA. The board members who want to be on copy in the emails from this working group will let Roberto know.

Dirk Petry, who is member of the group and attended the board meeting, is ready to act as a contact person between the working group and the PA board.

Anna Cattani stressed the importance of working together and being transparent to be effective. Being Interparents representative, the working group can gain insights that might influence its actions.

Caroline Müller informs that Ms. Petrone officially asked for a compensation because the canteen could not operate the first week of school at Fasangarten. The causes of the delay are not responsibility of the Parents' Association; it lies rather with BIMA. Further conversations with the school about this topic are necessary.

Currently there are problems due to the queues on the peak times in the canteen at Fasangarten. It is planned to change the lunch timing next school year. It is difficult to find a solution this year because the serving area is small. The situation would be better if there would be more people to serve the food. The three serving stations available are already in use. A second issue is that there is only one door for the children to get in and out of the canteen. There are several emergency exits which aren't/can't be used as second door during the day to day operation of the canteen. The situation would be more relaxed if at least the 3rd graders besides the 1st and 2nd graders would be accompanied by the teachers during lunch. This has been suggested, but is not easy to implement.

The Kindergarten is running satisfactorily.

5. Recent violence event in which ESM students were involved

Parents are willing more transparency and communication from the school regarding historical disciplinary issues, violence, drugs and alcohol in the school, which measures have been taken and if they have proved to be successful. The Educational Council asked the school for statistics but the directors refused to provide them. The chairman will ask the school direction for more transparency and timely information about the processes, rules, their application and their impact.

Both pupils and parents have no clarity about the rules, the specific disciplinary measures, and the consistency in their application. The communication from the school towards the community can definitely improve.

6. Preliminary discussion on running Information campaigns for children on staying safe (online and in person)

It is important to determine if there is a systemic security issue in the school. The board agrees that Mohan Chennupati suggests to the school to run an anonymized survey in order to find out the general mood of the pupils e.g. how many feel lonely/unhappy. The survey should be run periodically, and its results are to be monitored. There are already initiatives in place e.g. KiVa programme in the primary school. In the secondary the pupils are informed about topics like sexual abuse and drugs. Nevertheless, it is not clear if there is a general problem that needs to be tackled.

Regarding security, there might be practical issues that need to be checked on site such as if there is enough security staff, which are the possibilities for drug dealing over the fence, how are teachers controlling the pupils during the breaks, how is the school dealing with the unused buildings in Neuperlach.

7. IT situation/IT costs

The chairman prepared an explanatory chart of the current IT situation of the EV. The NSA and myEV tools run on a private server of Kim Mayser, including all parents' and pupils' data. In their report for the school year 2018-2019 the auditors recommended to ensure that there is a second person who can access this system, to ensure redundancy. The Chairman is working on this together with Mr. Kim Mayser. A second system includes the static web pages, the emails and the office data.

Flavio Carsughi informs that the new website of the PA is almost ready and it will go live in a couple of weeks. The information on the page might not be up to date, since it was copied-pasted from the old site.

Flavio is looking for a concept of a new email system where all emails from the board and educational council members should be kept in the PA system and made available to future board members. No conclusions are available yet. However, it seems that such a concept needs the commitment and collaboration of the individual board members.

Currently, Flavio is performing the backup of the office computers every second hour, and he does a copy of the driver of the network monthly. Pros and cons of different backup systems are being assessed.

8. Goodwill rules for cancellations of high price courses

According to terms and conditions that parents accept at the moment of registration, the cancellation of courses is only possible in a 14 days period after the PA has confirmed the course will take place. A cancellation at a later point is only allowed if the minimum number of pupils is reached with the remaining registrations. Otherwise, the course has to be paid fully. The board decided unanimously that this rule will be applied throughout the courses, even for the expensive ones.

9. Spanish section: request of funding to carry out a theater activity (Esteban)

The board decided unanimously to grant the Spanish section € 2.000 for a theatre project. Ninety children of the Spanish section will benefit. The costs are € 45 per child for a total of € 4.050. The rest of the costs will be covered by the parents.

10. Financial Issues (not for publication)

11. Christmas dinner with the school

The chairman will suggest the school direction a date for the invitation. The board members who want to attend will communicate this to Roberto.

12. Any other business

- a. Marina Conte has supported the exchange programme for S4 and S5 in previous years looking for host families in Munich. She informs that Ms. Heinis, the teacher coordinating the programme, has organized an information evening on 26th of November. Ruppert Plenk will represent the PA in this meeting.
The board agrees to send an email to (all) parents inviting them to host guest pupils.
- b. Anna Cattani informs that an Interparents meeting will take place on 28th and 29th November. The board members will forward her any topics they would like to raise in this meeting.

13. Next board meeting

The next board meeting will be on 10th December 2019.

The meeting ended at 9:20 pm

Minute writer:

Adriana Vera-Merz