

Meeting on 20 October 2021 online 04:15-04:45 p.m.

Minutes of the Common Part

Agenda:

1. Beginning of the school year
2. Covid 19
3. Maintenance of school
4. Helene-Habermann-Gymnasium / Haus 5 Fasangarten
5. Pedagogical objectives school year 2021/22
- 5-6. AOB

- 1) Mr Hrovath welcomed all members to the common meeting which took place online. He reported a smooth start of the school year and thanked all stakeholders for the support and commitment. Since the last school year was extremely challenging due to the pandemic situation and therefore distance teaching, the focus of this school year is to maintain in situ teaching and learning as much as possible, always in line with the rules and guidelines of the local authorities.
- 2) He pointed out a rise in infection numbers in the European countries, but emphasized that the cases in the ESM remain quite low. The information to school partners on current infection numbers and numbers of children in quarantine was still in place. The so called "Lolli test" for primary pupils is still not available, but the school was in contact with the local authorities.
As for the wearing of masks the internal hygiene plan applied.
HYGIENE (PLAN):
 - Internal Hygiene Policy on ESM SharePoint
 - To date testing three times a week for everyone, but from 20.09. onwards only testing for school members who are not vaccinated/ recovered
 - Wearing masks in all school premises, except outside the buildings
 - No mask obligation in Nursery
 - In case of doubt always contact our hygiene coordinators, security,
- 3) Refurbishment of outdoor premises in Neuperlach was in planning for the next couple of years. Concrete dates were not yet fixed.
- 4) An inauguration ceremony of the Helene-Habermann-Gymnasium (HHG) took place on 14 September, followed by an online information session for parents in the evening of 14 October. Daily organization and security issues were on the agenda. Mr Hrovath confirmed that both school partners try their outmost to foster the cooperation. As agreed, a common school celebration would take place in May 2022 during the "Europe week" (Day of the European Union on 9 May).
- 5) By means of a power point presentation Mr Hrovath presented the pedagogical planning for school year 2021/22 which has been approved by the Administrative Board in its meeting on 20 September.

PEDAGOGICAL PRIORITIES 2021/22

- Annual Pedagogical School Plan 2021-22 (to be presented and to be approved by the Administrative Board on 20 September 2021):
 - °with Common pedagogical priorities (Educational support, New Marking System, Digital competence)
 - °with school specific priorities (Digital Learning, Sustainable Development)

SUSTAINABLE DEVELOPMENT

Action Plan 2020-22:

Maintaining award „3-star-Umweltschule“

- Reduction of hard copies
- Waste reduction, separation and recycling
- Maintenance of school garden
- Projects i.e. organisation of “Eco Days”
- Enhancement of information to the school community
- Active participation of students and staff
- Establishment of links with partners
- Financial compensation for coordination and support of projects
- Financial support of projects
- Calculation and compensation of our carbon emissions

DIGITAL LEARNING

Action Plan 2020-22 Digital Learning:

Nursery/Primary

- Change of focus from using technology for distance learning to integrating technology in in-situ teaching practices.
- Identification of key iPad applications, websites for the whole school and specific language sections.
- P3 roll out of iPads, library, KG
- Promoting positive behaviour when using iPads: Implementation of a technology behaviour contract for all pupils. Training on the Apple classroom app for teachers in P3, P4 and P5.
- Opportunity for Apple teacher accreditation or school created certificates
- Integration of ICT into the key competencies
- Integration of ICT in beginning of school year assessment including use of formative and summative assessment tools e.g. Forms in Office 365

Secondary

- Rollout and implementation of BYOD in S5
- Development of new tasks in the Team “Digital learning”
- Evaluation of the pilot-phase
- Improve the CPD via InSeTs
- Planning and conduction of a project week for the BYOD – students
- Improvement in the room-concept and infrastructure
- Caring about the image of the whole project of digital learning
- Implement the Training-Certificate
- Implementation of Semester examinations with GeoGebra S5 and S6

Mr Hrovath pointed out that the new curricula now include even more the link to the eight key competences for lifelong learning. In particular, mother-tongue, foreign-language and mathematical competences are already strongly considered in teaching. Much progress has also been made in the area of Digital competence. Also, personal and social learning, literacy,

cultural awareness, civic competences and entrepreneurship are addressed in many activities and project closely monitored and coordinated by Middle Managers and Coordinators

Besides the Sustainable Development as focus in the Action Plan "School ethos and climate", Mr Hrovath emphasised the importance of the "Well-being".

He introduced the Consultation and Support Team (Coordinator Daniel Schard, School psychologist Sylvia Segerer, main educational advisor Václav Salvet, Smile-Team representative Hanna Mührl, educational advisor Christiaan Dekker) with their main responsibilities (coordination, multiplication, parents' evenings, in service trainings) and the main projects together with committed teachers, students and external experts.

Last not least, he finished with a presentation of the new Middle Management Structure which is in place since the start of the new school year with one Middle Manager for the nursery cycle, three Middle Managers in the primary cycle and five Middle Managers in the secondary cycle. It has now been reorganised with new duties and replaces the former one which was in place since 2012 and is now designed to meet the needs of current and future organisational and pedagogical developments.

AOB

The parent representatives, while recognizing the efforts of the school to support pupils with learning difficulties, asked what measures are currently implemented by the ESM to ensure that the needs of the numerous high-potential or talented children who attend the school are met and highlighted that the Policy on the Provision of Educational Support and Inclusive Education in the European Schools 2020/2021 states that "different forms and levels of support are provided, designed to ensure appropriate help and equal opportunities for all the pupils, including (...) gifted ones in order to enable them to develop and progress according to their potential". Mr Hrovath explained that "gifted" pupils (who can demonstrate this with an official IQ test) can discuss their special needs with the Consultation and Support Team that will try to accommodate these, but it is generally not foreseen to have "support" in the class like for the pupils who have other types of special educational needs. For the "motivated" students, the school used to offer the so-called "challenge" programme that offered a number of activities outside of school hours, which was suspended due to Covid but will be offered again in the future.