

## Minutes of the Board Meeting of 13<sup>th</sup> September 2023

The meeting was held on site at the ESM in Neuperlach from 19:10 pm until 21:30 pm.

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### Attendees

**PA Board members:** Katia Sittler (chair), Julien Jacoby, Maciej Madaliński, Daniel Pinilla Ariza, Magda Vecchi, Désirée Kandolo, Xenia Tene, Esteban Hernández Castello, Roberto Trimarchi, Elise Chapoy, Flavio Carsughi, Muriel Lepage, Karsten Röski, Anne Ridings, Vannessa Doublier Pritchard, Fabrizio Marrone, Konstantin Poulis

**Absent PA Board Members:** Catherine Jenewein, Mike Marqués, Antje Stoller, Sofia Macieira

**Members of the Education Council** (guests): Vincenzo Altieri, Kerstin Arenz, Ascension Barajas, Alain Camilleri, Marcela Frank, Inés Lampreia

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### 1. Approval of the agenda

The chairwoman opened the meeting at 19:10 p.m. The agenda was approved. Three board members made preliminary remarks: Muriel Lepage wanted to know if the PA could add links to external websites, such as an association helping dyslexic children, to a language section page on the PA website. Karsten Röski said that Frau Steggeman suggested that the PA subscribes to an online music scores service to avoid illegal copies. Katia Sittler said that the question should be addressed to Antje Stoller. Alain Camilleri said that some families were complaining about the lack of shade in the primary school playground. Katia Sittler said that she would address the point to Andreas Kistner but mentioned that the school and the trees in the playground were rather new.

### 2. Approval of the minutes of the Board Meeting of 15th June 2023

The minutes of the Board Meeting held on 15th June were approved.

### 3. Approval of the agenda of the General Assembly (GA) on 18<sup>th</sup> October 2023

Katia Sittler presented a draft of the GA agenda to the board members.

Free positions within the board are as follows: Chairwoman/man, Deputy Chairwoman/man, Treasurer, Canteen, Information policies, Health and Security, Office manager, Dutch language section, English language section, Italian language section.

Katia added that candidates declared themselves for all positions except the Dutch language section and the treasurer. She stressed that treasurer is a very important position, and that board members should help find a candidate. Julien Jacoby mentioned that he would assist the new treasurer for as long as needed.

Katia Sittler said that parents' representatives at the Educational Committee would also be named during the AG.

Karsten Röski suggested making a Power Point presentation of the distinct roles of the Parents Association and the Educational Council. Board members approved the suggestion and the agenda of the General Assembly.

#### 4. Chairwoman's report

Katia Sittler reported on the Jour Fix that took place on 13th September with the school management and the board members in charge of services. The following topics were addressed:

- ESM said that the start of the year went according to plan. They managed to hire the teachers they needed; a new Italian teacher would soon start at primary. Ascension Barajas mentioned that a substitute teacher for the Maltese tongue was still missing at primary. Xenia Tene asked whether ESM must replace an absent teacher at GS. Katia Sittler said that they try to replace teachers, but when the teacher is only missing for a day or a few hours, they may sometimes distribute pupils to other classes.
- ESM also said that the number of pupils remained stable this school year thanks to new arrivals at HS. Katia Sittler added that the working group on the admission policy at ESM wouldn't share any information before 2024, but ESM would do anything to keep the 2 sites, Neuperlach and Fasangarten, open. Flavio Carsughi stressed that the main problem is that Cat. III pupils that leave ESM are not replaced.
- There are 30 Ukrainian pupils at ESM this school year, and EPO covers their school fees.
- Canteen: Fabrizio Marrone said that canteen staff would better organise the lunch slots for P3 and P4 at primary because pupils are numerous. He added that ESM managed to provide rooms and alternatives for the canteen at secondary and that the main problem now at HS was related to the absence of communication between the IT systems of the PA and of Organic Garden (OG).
- Whole School Inspection (WSI): ESM mentioned that, as recommended in the WSI report, they would make pupils more active in their education and better harmonise the yearly plans between language sections.
- Students' exchanges: Katia Sittler mentioned that there is no agreement between the different European schools regarding the planning of the exchanges. 20 S4 ESM pupils would spend 8 weeks this autumn in other ES. ESM wanted the S5 pupils to spend the first semester, inclusive of tests, in the exchange school, but the other ES didn't agree. ESM managed to find guest families for every pupil in exchange.
- School trips: The PA asked ESM to detail to parents the use made of school trip fees and any remaining amount.
- SWALS: Inés Lampreia asked if the regrouping of SWALS classes had been addressed during the Jour fix. Maciej Madaliński said that it wasn't on the agenda, but he raised the question. ESM is not in favour of the regrouping of SWALS classes and has tried to do its best to avoid it. The point will be addressed at the next Administrative Board meeting, and Katia Sittler said she would also put it at the agenda of the next Jour Fix.

#### 5. Financial report 2022-2023

Julien Jacoby presented the financial report for 2022-2023 and the budget proposal for 2023-2024. Once the documents have been revised by the accounting company PWG, they would be presented and voted on at the AG on 18th October.

(Not for publication)

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#### 6. Services update

**Canteen:** Fabrizio Marrone pointed out that ESM staff worked during the summer break to fix the water damage at HS and find alternatives and that he would like to thank them for their efforts. Some participants have brought up the issue of the cafeteria's sharp price increase. Fabrizio said that despite having spoken with OG numerous times without success, he will stay firm on this point and resume negotiations.

**Transports:** Maciej Madaliński said that a large part of the MVG tickets had been distributed in priority to P5 and S1 pupils, although some families were still waiting. He explained that tickets from the previous school year can be used until the end of September.

He also said that the city of Munich had to contract with a bus company, Midiatours, which has not always been reliable in the past, but the city couldn't find another candidate. Maciej Madaliński added that the organisation of transport for P5 pupils - with tickets and/or seats on buses - has really been trying for the office team and that the PA should organise it differently the next school year.

## **7. IT update**

Flavio Carsughi made an update on the status of the booking system. He said that he was quite satisfied with the work from Comunicazione 21, and Maciej added that they were reacting quickly. Flavio mentioned that families didn't have to provide the school year of their children anymore or mention if they left the school in the system. Daniel Pinilla suggested that the PA maintain a list of specifications with status.

Flavio Carsughi also presented the three recent offers made by Com21. The offers regarding the PA server system and the fourth contract with nine new features have both been approved by the board members for an amount of about 1300 euros each. Flavio said that the third offer was related to system development support (tickets to be bought in advance for future projects), but that he would rather not recommend it.

## **8. InterParents**

Vannessa Doublier Pritchard said that the following topics would be on the agenda of Interparents for the next few weeks, among other things: the monitoring of school trips, the rule of 180 days of compulsory school in European Schools (no agreement at the moment and big differences regarding the end of school year in the ES), and the SWALS issues. Inés Lampreia stressed that the PA approved minutes of the Administrative Board in the past where the regrouping of SWALS was mentioned. Daniel Pinilla and Katia Sittler said that they weren't aware of that and that it would be all the more important to prepare the meetings together with the SWALS representatives. Katia Sittler also suggested organising a Jour Fix on the SWALS topic.

## **9. Next board meeting**

The next board meeting will take place on 25<sup>th</sup> October at 19:00 pm (face-to-face, ESM Neuperlach), one week after the PA General Assembly on 18<sup>th</sup> October 2023.

The meeting ended at 21:30 pm.

Minute writer:

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Elise Chapoy