

**MIMUTES OF THE 1<sup>ST</sup> MEETING OF THE “CONSEIL D’EDUCATION” FOR THE  
SCHOOL YEAR 2006/2007 HELD ON 11<sup>TH</sup> DECEMBER 2006.**

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## **PARTICIPANTS**

STAFF: Elisabetta Armenise, Benedetta Guadagna , David Stockdale, Jeannine Maradini, Fiorenza Battistini, Octave Clement Deho, Pio Amore.

Deputy Heads: Marisa Carboni, Alessandra Triulzi.

Inspector: Fiore Ricciardelli

School Director: Sergio Olivati

Chair: Alba Chiara Zanatta

## **ABSENTEES**

Silvana Spagnoli and Jean Louis Francoise

## **PARENT REPRESENTATIVES**

Chiara Maria Magni, Caroline Cuveillier, Marielle Sauvage, Maria Giovanni Incerti, Odile Beniflah, Marie Ange Rigaux, Costanza Zampiccinini, Paola Notari, Radika Poitier, John De Fayette.

1. The Chair opened the meeting and welcomed the participants.  
She states that the structure of the “Conseil d’Education” is the same as that of the previous school year and will be renewed after the legal reorganization of the school. For the new structure the teachers and the parents will designate the new representatives.
2. The Minutes of the last meeting (held 16/06/2006) were read and approved.
3. The Chair introduces the “Progetto Pedagogico” informing the participants that it was compiled by all the members of the “management” group that have a role in various projects.  
Each member of the group made a pedagogical proposal which was added to the draft of the Pedagogical project.  
She also states that committees will be formed shortly and the dates of all the committee meetings will be written up by January 2007. Furthermore, the first committee meeting for all committees will be held by the end of January and all proposals put forward will be discussed and approved then.
4. **QUESTIONS PUT FORWARD TO THE CHAIR.**
  - Mrs Beniflah asked if the Pedagogical Project had already been adopted to which the reply was affirmative.
  - Mrs Potier asked what the differences were between the “Referente di Sezione” and the “Coordinatore di Ciclo” the reply to which is that the former represents the teachers of his/her section whereas the latter represents all the teachers of the 3 language sections of the secondary cycle.

- Mrs Beniflah asks how the “referenti” were chosen and Mrs Zanatta informs her that it was agreed amongst the teachers.
- It was asked why the parents do not have a say in the pedagogical and Mrs Zanatta clearly stated that this is left entirely to the teachers who are the experts.
- Mrs Zanatta was questioned as to the resources available to the teachers. It was made clear that the teachers have not been denied resource books. What was asked for was that the teachers bring the books and the booklists to school so that they can be catalogued for the teachers’ resource library. At present there are no funds available for the acquisition of new books but if anyone needs more books they are to make a written request and this will be examined.
- It was reported that the parents of the French and English sections of the nursery school have complained about the fact that the children have no materials in class. Ms Armenise clarifies that at the beginning of the year there were plenty of resources and presently they are running out and that all the materials needed have already been ordered.
- Mrs Zanatta talks about the Science Laboratory giving information about the changes that need to be made and claims that the final project is being elaborated and will be available by the end of December 2006.
- Mrs Notari asked if the pupils of the primary classes will have access to the computer lab and if so when. Mrs Carboni informs her that Mrs Leask’s laboratory hours have already been decided on and included in the laboratory timetable.
- Mrs Beniflah asks what can be done to improve the situation of the various language levels within the class suggesting that the computer lab could be a useful asset.  
Mrs Triulzi will call a meeting with all the teachers of the English Section of the Primary school to gain further insight into the levels of the pupils up to date. There will also have to be a feasibility study to see what is actually needed as far as resources are concerned.  
Mrs Zanatta confirms that Information technology resources in the school will shortly be enhanced with Smart Boards, PC tablets for the primary school pupils and that she will be attending the BETT show in London to see the latest software and hardware that can be bought for the school. She highlights the fact that the computer labs will be financed entirely by the Emilia Romagna Region.  
Furthermore, Mrs Zanatta informs the participants that the school has summoned an ICT expert of the European Schools who will be involved in creating a project that will help teachers to use computer programs that will be geared to “individualised” needs of the pupils.
- Mrs Zanatta reiterates that the pupils will be tested in order to assess their level and competences.  
To reassure parents David Strockdale highlights the fact that although many parents feel that the approach to learning may be one, in reality there are always many types of approach, and there are also many solutions to every problem.  
Mrs Potier supports Mrs Zanatta’s idea that the pupils ought to be tested so that there is a constant check or monitoring of the levels achieved. The parents present at the meeting all agreed that this could be a very useful way of reassuring the parents that their children are attaining the required standards.
- Mrs Potier brings forward her concerns about the maths level of the pupils in the French section of the secondary school who had a long absence of their maths teacher last year. She was told that a maths test will be done by the 1st of February to check their level.
- Many parents voiced their concern about the afternoon activities “Tempo Scuola”. Mrs Triulzi will communicate to the parents association the list of all the teachers and experts who take care of the pupils in each class and for each activity on Monday, Wednesday and

Friday afternoons, from 13.00 to 15.00 as well as from 15.00 to 16.30. Also the content of the activities will be communicated. Furthermore, a meeting will be organised so that the parents can meet all the operators involved to illustrate what they do as many parents feel that they are completely in the dark as to what their children are actually doing.

- Many have asked when the library will be fully operative so that pupils can borrow books. They were informed that the school will be ordering the software in the coming weeks, at least in its basic version.
- Mrs Notari asked if the teachers for the coming 3<sup>rd</sup> class of the primary school was going to be the same one as in the 1<sup>st</sup> and 2<sup>nd</sup> class. The reply was that the school plans to follow the European school rules that teachers in Primary cannot follow a class for more than 2 years.
- Parents wanted to know how the school deals with supply teachers when the class teachers are absent in particular for a length of time. The school gave the rules for substitute teachers:
  - A teacher can be called as of the 6<sup>th</sup> day of absence in the nursery and primary school
  - A teacher can be called as of the 16<sup>th</sup> day for the secondary school

#### OTHER

- The school plans to make all the documents distributed at the meeting available electronically.
- For further pedagogical meetings, the school will use email attaching all relevant documents.
- Mr de Fayette asked if the Pedagogical project could become more user-friendly. This document will be finalised once all the committees have got together to discuss and approve the contents. The document will then be put onto the web-site for everyone to read.

The meeting ended at 20.20

The Chair

Albachiara Zanatta

Minutes written up by The secretary :

Marisa Carboni

Deputy Head of the Secondary Cycle