



Parents Association Management Board Minutes

Tuesday 19th June, 2007 from 20.00 to 22.00
Hotel Farnese- Via Reggio 51/A Parma

Attendees : Odile Beniflah, Marielle Sauvage, Maria Chiara Coscelli, Lenneke Post, Emanuela Mossini, John Defayette, Costanza Zampicinini, Paola Scaltriti, Maravillas Lopez Robles, Maria Carla Magni, José Bayo Fernandez, Marie Ange Rigaux, Caroline Cuvillier, Paola Notari, Reinhilde Schoonjans

Meeting starts at 20.06

Next management board of the school (CDA): 26/06/07

School meeting for all parents for 2007-08 : 27/06/07

- Why 4th quarter payment? Reminder is no reminder as it was never announced before.
The way the school requested it is not acceptable and has to be said at the CDA. It has already been told at the CDA.
- When will we have the balance of the year? Balance covers January-December. The school is waiting for some more figures (from the Italian gvmt) to close it. Should be approved by the CDA.
- Education committee : 18/06/07
Agenda focused on 2007-08 school year: school books, calendar, timetable (still to be approved at next CDA meeting), classes, teachers, library, canteen, tempo scuola, star bene survey, teacher recruitment, secondary cycle and SWALS in 5th Primary.
- Tempo Scuola : school said that activities will be presented at the parents' meeting on 27/6/07.
The call for tender has been launched and closed. Only Operart replied. Next steps : open the offer at CDA, present it to parents. Questions about the companies that were contacted for the call launched. Those companies are not specialized in the organization of the activities and the specialists were not contacted.
This year, Operart is communicating better with AGSEP and we hope that next year will be still better.
The offer contains afternoon activities but also garderie in the morning, in the afternoon.
But not the activities between 16.30 and 18.00. Even if Operart is organizing the activities during that time, it will be out of the contract with the school.

Activities were better than last year except circus but circus won't be organised next year.

- Who does what for each event?
Package AGSEP to be given on the 27th of June meeting :
Intro letter + AGSEP 2006-07 (Chiara, Odile, Caroline)
TEP modulo (sul tavolo from Manuela, John)
Info Desk (Paola/Giovanna)
Template (Marielle)
Welcome party September 2007 (School/ Giovana/ Paola)
Election of Class representatives (write letter to give to parents in September: Lenneke)
New MB elections to organize in October (Executive bureau)
- “Etats généraux sur le futur des écoles européennes”
Meeting on the 10th of October in Brussels.
AGSEP has replied that 2 parents will attend. Parents are needed to animate the “ateliers”. AGSEP has to participate because many topics of the meeting are about new school situations such as associated schools and the issue of the baccalaureat. Parents who go need to understand French; we have to decide how many people would come, what the AGSEP would spend, etc.
Question: does MB agree to spend money for this purpose? YES (over 10 votes) but detailed proposal needs to follow and ways to be sponsored need to be looked at (EFSA, school authorities)
AGSEP has to explain the importance of those meetings and activities.
Responsible: Caroline
- Dance update (Maria Carla)
Very positive experience for children and parents. Very challenging organization for Maria Carla; too much work and logistics issues. Next year Maria Carla is still ready to do it but in another way, more structured.
- Garderie update (Reinhilde)
Quality increased thanks to Chiara and Leonardo: wonderful care takers.
Little swimming pool will be installed for hot months.
Winter garden is ok, next to the toilets. What is missing is the green area but we can not go out the school because of insurance cover.
Chiara and Leonardo subscribed to the VAT system.
Payments are now made on the bank account directly
Chiara and Leo would like to continue to work with the kids in 2007-08. We all agree that we need to keep them.
School would like to take it in charge with Operart but no communication with the AGSEP yet. So we will make sure we are ready in September in any case.
We also would like to continue the follow up of the service and would like to be sure Operart will not propose a high price.

Action is to contact the potential, new provider when officially designed to offer the services.

- Safety update (José)

Meeting of the safety commission

Marisa Carboni : representative for the safety at school

There is a law on the safety at work. Methodology, risk assesment at an organisational level. Representatives should be designed officialy in this frame. More important issues have been discussed, covered : structure of the building, weather (environmental side), ergonomy. One issue is that the school did not bring the risk assessment study to the safety commission meeting so the parent representative did not see any official document or anything in writing.

Action points have been decided from that risk assessment study.

The minimum has not been done yet for emergencies.

The study has been made on the amount of pupils last year. This year, we will have 180 pupils more and we enter in another category with other norms.

The school has promised to make works during the summer to have 2 entrances and a reception.

Message should be sent at the CDA that parents want a meeting in September to see if safety measures have been applied.

See next page: POST-MORTEM 2006-07

Meeting ends at 10:20

POST-MORTEM of AGSEP activities in 2006-07

Positive: what to keep in 2007-08:

- Garderie: Chiara, Leonardo and organisation
- Dance classes after 16.30
- Music classes after 16.30
- Web site, always up-to-date
- Email notifications from AGSEP
- Structure of MB meetings (like this one)
- Involving new members to MB meetings (Saba. Lenneke, Jose,...)
- Education committee preparation and participation
- Parents' Involvement at school, presence of parents in the life of the school
- Social events, everything that promotes a sense of community
- Library parents' involvement and data entry work

Negative: what to improve in 2007-08:

- In general, we need more parent volunteers
- Low participation to some MB meetings
- Lack of involvement of some MB members
- Elections of the AGSEP executive bureau
- Parents should feel more involved in overall AGSEP MB activities
- Communication between AGSEP and school
- School commissions: input of parent representatives is often ignored as well as recommendations from the commission. From the parents' association perspective, school commissions did not work in 2006-07.
- Not enough General Assemblies: should be 3/year

New ideas for 2007-08:

- Meeting with all class reps
- Reinforcement of the role of class reps
- Only 2 class reps per class instead of 4
- Mercatino dell'Europa at school
- Educational meetings for parents: multilingual education, reading advice,...
- Give ideas of involvement to new parents: cineclub, newspaper,...

Minutes taken by Marielle Sauvage and Odile Beniflah