

# AICS Participation Council

Date:01.10.2018

Present:

Abir, Tom, Rashmi, Bozena, Dirk, Rhea, Anjali, Cristy, Maria, Mag, Chris, Jeff, Clarice, Rosa

Absent: Jagna, Laura, Rahme

Minutes by: Clarice

WHO	ACTION POINTS
Maria	Will communicate with Annette the information to be included in the organigram.
Annette	Will provide organigram
Annette	Will come back with an evaluation plan referring to quality of education in SE.
Annette	Will talk to L4L about feedback to students and get back to Council
Annette	Will make sure that ManageBac functions according to expectations and get back to Council with information concerning people who Coordinate the school systems (ManageBac, Magister, iSAMS)

1. Minutes 10th July, 2018
2. General Information
  - o Welcome new members and procedures/ year planner.
  - o Agenda: meeting times/availability/compensation
3. PC - Dialogue
  - Safety plan/Annual report
  - AICS SE
  - Focus points for 2018-19
4. MT consultation  
Start of the year and impact of SE  
AICS main, SE, satellite numbers planning and expectations
5. AOB

1. Start of the year: parents' and students' impression: Overall a problematic start, beyond expectations due to communication and systems:
  - **Timetables were not efficient/complete/realistic**
  - MYP1 parents felt that information was missing concerning cover teachers/periods
  - In primary there was uncertainty about which group the kids follow, the first days (lists not provided in advance to parents)

<b>Commonly used acronyms':</b> L4L: Leader for Learning SEN: Special Education needs SC: Staff council  CAO: Collective labour agreement	DP: Diploma Program MT/LT (Management Team / Leadership team) MYP: Middle Years Program ELIP: English Language Immersion Program MTO: Staff satisfaction survey	
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## 2. Building updates:

- We asked Annette for an organigram of Operations and Logistics, also for satellite and SE  
Action point Annette
- About future buildings, Annette said that Satellite will be integrated with Main in the new building next to the VU, but as far as we are informed the Satellite will stay in the building that it is in now.
- South east building: will more students join? There are only 55.  
Who's responsible for all the logistics in the building? Vincent Koerse the Leader of Operations? Need for organigram (once more)

## 3. Primary and Secondary:

- MYP: what kind of diploma will get students if they leave the school at the end of MYP More communication needed
- DP: more support to DP students from Career counselling needed? Rhea feels that the support is fine so far
- Students have a lot of concerns about Managebac as it doesn't work properly at all. Action point for Annette
- Students need feedback from teachers. Feedback has to be given within 10 days, in many cases it does not happen. Annette to discuss it with LfL
- Representative needed from SE/Satellite? Need to figure out if we can expand representatives or need to replace. (Annette will ask)

## 4. Privacy consent

- We need a clear document for permission to use pictures of students
- Question about Drugs use, Rhea mentions a series of actions planned on that matter

### **Points for the next meeting**

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**The current meeting was mostly focused on the start of the year and turbulences which made it unpleasant. We discussed with the new Manager, issues that have been addressed in previous year and hope for better communication (internally as well as externally)**

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