

# Parents Council Meeting 2019/20

Date: 08-October -2019

Venue: Music Room

Time: 18:00

Minutes taken by: Esete Yeshitla

List of participants is included at the end of the minute report

## **Agenda Points**

1. Welcoming and introduction
2. Reports by Dr Nutz , head master
3. Steering committee
4. Cash box report
5. Parents' council report
6. Event mangers selection for events in 2019/20
7. Election of parents' council representatives
8. Miscellaneous

## **Welcoming and introduction**

- Welcoming of representatives by Mr Penner and introduction of Reps.
- The Bylaws and the main tasks of the parent's committee were explained :

- ♣ By enhancing communication, the Parents' Council serves as a bridge between parents and the Scholl;
- ♣ The Council does not make decisions but give inputs for decision making by the Management and the Board;
- ♣ Resolves conflicts between parents and teachers and so on. Parents reps need to have open ears in acquiring information that need attention;
- ♣ By mobilizing parents, each representative is responsible in getting parents to volunteer for events. As such involvement of parents is important in maintaining school culture. It was said that for the last events, it was tough to find volunteers.
- ♣ Representatives are also responsible in forwarding information that is sent out by the parents' council, to the class they represent.
- ♣ Parents' representatives meet four times a year for council meeting.

**Report by Dr Nutz , school head master**

- I have a close association with the council, and had intense communication with the council for the last one year. I would like to thank them for their involvement. It is something, I appreciate. We need support from parents: the more constructive feedbacks, we get from parents, the easier it is for us to tackle in positive ways; we need to address issues not habitually (traditionally) , but in constructive feedbacks;
- Dr Nutz asked parents their comments and students' experience on the new payment system;
- The followings are feedbacks raised :
  - ♣ Sometimes dishes are sold out;

- ♣ The cafeteria charges for orders made, even if a student is on sick leave and does not consume a meal. Dr Nuts said, the School is negotiating with the Catering management for such happenings;
  - ♣ Even if, parents make pre-orders on line, students need to bring the cards with them for physical deduction of money ;
  - ♣ The school make pre-payment to the Cafeteria for emergency situations and moreover to bring solutions for situations , where students' balance might be low;
  - ♣ However, it is mostly observed, to this day , students are still coming with cards that have insufficient balance. Thus, it was stressed that parents need to check, if their kids have sufficient balance in their account.
  - ♣ If parents have inquiries, they can email Moges, administrative assistant.
- Dr Nutz asked parents representatives about the bus service and the followings were feedbacks :
    - ♣ The bus service is operated in two routes serving ten families at the moment;
    - ♣ Parents raised questions regarding the cost calculation, saying that it is cheaper to use Taxi companies than using the Scholl bus;
    - ♣ The cost for students with siblings needs to be discounted, as it is cheaper to pay for one child but expensive for siblings;
    - ♣ Dr Nuts said, the school will look for ways for price reduction for students with siblings.

### **Screening on Attention Deficit Disorder**

- To improve the learning process for students, the Scholl had brought a

specialist from Germany that screens Attention Deficit Disorders (ADD) in students.

- ♣ The selection process is done by teachers' observations or recommendations by parents. Students from three divisions (Gymnasium, realshule and Hauptshule) were screened.
- ♣ After parents' signed consents, numbers of students up to grade eight were tested. Results will be known after finalized.
- This year the school has also brought a speech therapist for students who need it.
- Ethiopian day survey was discussed. Dr Nutz said, the last celebration was focused mainly on being educational. But Ethiopian parents have commented that they felt not included and the event did not have a festive vibe. Dr Nutz said, the school is open to change for the coming year .
- The followings were issues raised regarding afternoon care and extracurricular activities:
  - ♣ Dr Nutz said , he is not satisfied with how the Robotics extracurricular activity was signed by students , thus for the coming academic year, the Scholl will send email to inform parents the available extracurricular activities rather than putting lists on bulletin boards first ;
  - ♣ Parents said, they want to know the full schedules of the activities their kids participate during afternoon care. Dr Nutz said, it is not easy as kids choices for activities vary every week;
  - ♣ A parent also asked , if venue for students activities can be fixed as it is not easy to locate kids for pick up by parents. Dr Nuts said, as there are shortages of classes and as most parents make their kids get involved in activities that are personally arranged, there will always be shortage of

venue.

- **Rearrangement of groups in different classes**

- ♣ Dr Nutz explained the new mixed group concept in the kindergarten.
- ♣ For primary school, big groups are divided in two classes
- ♣ By securing budget for hiring more teachers, the school has divided the classes in three groups: for major subjects such as Maths, English, German, IT and Biology, based on differentiation. The feedback is positive and students are getting more attention.
- ♣ However, Grade eight is not divided, as the school has to prioritise resources. However, the Scholl plans to divide the group into two for German classes by getting additional German teacher.

### **Steering committee**

- Dr Nutz explained the tasks of the Steering Committee: the Steering committee is composed of participants that are members of the different committees in the school: The Parents' Council, Teachers' Association, Students' Council and the Scholl Board. This group meet four times a year to discuss pedagogical issues and make recommendations based on that.

### **Report by Dr Boran (newly elected Steering committee rep)**

- Last year the group met only twice because of the audit;
- But it was recommended that, bringing organized and practical ideas are essential for solving issues otherwise issues will not be tackled.
- Among Projects ideas that were not solved last year: new logo for school and

bus project are the major ones.

- High involvement of participants of the different committees is also essential such as the active participation of the representative from the board.

### **Cash box report by Dr Mariamawit**

- ♣ Income, net income and expense reports were presented ;
- ♣ The council supported projects like the robotics. Four sets of robotics were bought by the parents' committee;
- ♣ Representatives were asked to forward ideas for projects;
- ♣ Parents mentioned that, last year some ideas were forwarded such as the improvement of the sport facility but they were not supported;
- ♣ Dr Mariamawit said, projects that are considered as responsibilities of the Scholl are not maintained by the council, as such projects' budget allocation is the responsibility of the school;
- ♣ Moreover , it was said that projects needs to be feasible.

### **Parents' council report by Mr Penner**

Summary report of tasks (prioritised with Dr Nutz)

### **Status update for the academic year 2018/19**

- ♣ Expanding the playground , cannot be made, as it cannot be feasible;
- ♣ Drug prevention cannot be finalized;
- ♣ Additional class rooms were added;
- ♣ Bus-Project : cannot be finalized;
- ♣ Regarding the School's Master-plan, an information was provided by Sebastian Kessler to representatives as some parents had requested for

it;

- ♣ Cafeteria : a team was built and so many issues were tackled;
- ♣ Information flow in urgent situations (SMS) has become operational;
- ♣ Afternoon care is made up to 5.30pm;
- ♣ Alcohol will not be served for events in Scholl premise as the Ethiopian law prohibits;
- ♣ Safety Issue (A. Großkinsky) is assigned ;
- ♣ Additional Parking lot near the kindergarten was built;
- ♣ The Container classes are already functioning;
- ♣ New equipment are in place ( Hand dryer, LCD-Projector);
- ♣ Parents breakfast (Mr. Nutz Idea) was held ;
- ♣ Extra-curricular activities (Robotics ) for primary school was included , but more projects are needed for Primary school;
- ♣ Bullying Team was Built and is already working on bullying issues;
- ♣ Six events were held;
- ♣ Form grade seven upwards there are splits into smaller groups for some lessons such as German, English and Maths;
- ♣ Bought the Lego-Robotics ;
- ♣ Parents council get a DBSAA- Email address ;

**Topics left for 2019/2020 :**

- ♣ The instalment of CCTV –Cameras;

- ♣ Improvement of the differentiation ( Binnendifferenzierung :Haupt,- Real,- Gymnasium school);
- ♣ Opportunities for Ethiopian children when they finish school after Grade 10;
- ♣ Building of speed bumps on the main road ;
- ♣ Lockers outside of the Class room ( from grade 10 -12 , discussed on the last board meeting again);
- ♣ Parents 'council involvement on the school website.

### **Election of Events managers Parents' committee for 2019/20**

1. German day : Dr Boran Altincicek and Hanno Shafer
2. Sport day : Ursula Truebwasser , and Nasim Mosin
3. Christmas : Hadia Kelifa and Wilhelmus J.Sneldera
4. Ehtiopian day : Lulit Hagos and Mesret Kidanemariam
5. St Martin: Hanno Shafer and Julia Gruber
6. Jumble sale : Lars Windfuhr and Cinzia Varjabedian

### **Election of the Parent's Council**

Before the election, Mr. Penner emphasised his main topics for the coming year: like school culture, work shop for the parents' representatives on topics to work on, and acquiring appropriate infrastructure.

1. Viktor Penner, Chair Person
2. Dr Mariamawit Girma , Deputy Head

3. Dr Boran , Steering Committee
4. Esete Yeshitla , Secretary

### **Miscellaneous**

- ♣ Events need to be held after working hours as working parents cannot be able to attend;
- ♣ Whenever there are events it needs to be communicated two weeks in advance ;
- ♣ Even if requests for volunteers are requested timing and tasks need to be clearly communicated.
- ♣ Dr Nutz said, Mr Abt is assigned as event manager, thus, if there are any comments, parents can email him.
- ♣ Organization for National exam for grade eight and six was requested
- ♣ Parents requested for the previous chain calling system that is used for emergency situation as texting service is blocked during emergency situations.

### **Lists of Participants:** ( it is 22 , add two more)

1. Dr Nutz , Head Master
2. Vicktor Penner , Chair Person, Kl 11
3. Dr Mariamawit Yonathan , Deputy Head Kl.1
4. Dr Boran Altincicek , Steering Committee Rep , Kl 8
5. Esete Yeshital , Secretary , Kiga rot , Kl 7 , Kl 9
6. Cinzia Varjabedian Kiga rot
7. Nasim Mosin , Kiga II gelb

8. Lars Windfuhr , VS B
9. Tigist Nicole Tejiwe , VS B
10. Hayat Yusuf , Kl .2A
11. Ursula Truebwasser , Kl 2B
12. Hadia Kelifa , Kl .3A
13. Wilhelmus J.Sneldera , Kl 3A
14. Birgit Habermann, Kl 3B
15. Molly Chinchilla , Kl 3B
16. Milena Beyene – Kuehnl , Kl4A
17. Lulit Hagos, Kl 4A
18. Hanno Shafer , Kl .5
19. Meseret Kindemariam . Kl 6
20. Lidia Mesfin, Kl 8
21. Ruth Tito , Kl 10
22. Dawit Mengesha , Kl 12

END.