

A.Rimbaud – Approved Minutes of the Primary School Council 2<sup>nd</sup> term meeting  
Held on Wednesday, March 14<sup>th</sup> 2018, 6.00 pm  
Multipurpose room, Oysterbay campus

Session opens at 6.15 pm.

Absent with apologies:

- Philippe Boncour, Head of Cooperation, Development and Cultural Affairs (French Embassy) could not be present owing to the Campus France caravan currently in Dar es Salaam.
- Elisabeth Le Coutour, CM1B-CM2 B class teacher, owing to in-house training.
- Monica Dallenbach Urieta, parent representative for GS B class.

1. Nomination of the secretary for the session (teacher or parent representative) and feedback on the administration's suggestion from the First Primary School Council meeting held on Tuesday 14/11/2017.

The Primary School Council validates Minutes of the council meetings now being fully taken in charge by the administration, therefore dropping the three-part – administration, teachers, parent representatives – taking charge for it.

2. Agenda of the Primary School Council 2<sup>nd</sup> term meeting:

The Primary School Council approves of the Agenda being added items sent beyond the deadline.

3. Minutes of the Primary School Council first meeting held on Tuesday 14/11/2017 and issue of the online approval of the minutes (with or without a feedback from the Primary School Council members).

The Council unanimously approves of the Minutes of the Primary School Council 1<sup>st</sup> term meeting held on Tuesday 14/11/2017, after discussing the points raised as feedback by a parent representative.

4. School news:

- **Teaching news:**

- Presentation of the school calendar 2018-2019

History reminder: cf. minutes of the Primary School Councils second term meetings held on 10/03/2016 and 15/02/2017, available online on the School's website.

The induction day for teachers will take place on Friday, August 31<sup>st</sup> 2018, and the first school day for students on Monday, September 03<sup>rd</sup> 2018.

The public holidays published by the Tanzanian administration are to appear on the school calendar without being taken into account, except for Eid El Fitr and Eid El Hajj which depend on the moon cycle.

The calendar is adopted unanimously by the Council and must now be sent to the AEFÉ.

- Planning of events for the 2<sup>nd</sup> term of 2017-2018:

- Francophonie week (Friday 16/03 to Sunday 25/03/2018): A. Rimbaud French School students of FLSco/FLE to take part in the A and B contests organised by the Alliance Française of Dar es Salaam. Final of the contest to be held on Saturday 24/03/2018 at Alliance Française.
- Friday 06/04/2018: school reports to be circulated to the families for classes from GS to CM2, for Term 2. Reports must be handed back to the teachers on 12/04/2018, for the secretary office to file them by 13/04/2018.
- Elementary: parent-teacher meeting on Tuesday 10/04/2018 from 4.00 pm to 8.00 pm.

- *Points raised by the parent representative of CP and CM2 classes:*

- *3 annual shows (Christmas, Carnival and end of the year):*

*Which reason for having so many shows?*

*What is the volume of preparation in terms of hours?*

*Is it important that the CM classes really perform 3 annual shows?*

The teaching staff explain that these events are based on cross-disciplinary teachings that imply various subjects.

Dedicated moment for Carnival: the selected time cannot be detrimental to children – teaching and sunshine. The Primary School Council approves of a third tent to be provided for the public. The School will also consider the way how the stage and the tents are placed on the ground.

The decision whether to have a performance along with the Carnival parade comes under the teachers council, who had decided this year for just a parade of the Elementary classes. The teaching staff points out that the Primary School Council cannot have a decision voted that comes only within the educational competency of the teachers.

- *The parents wish to be informed in advance of all the contributors who may come to class (lecturers, explorers, singers...). Could we validate that the classes visited by a contributor from outside will receive an email at best 2 days before a contributor comes?*

The teachers and administration commit to notify the families *as much as possible*, via the Newsletter or the parents-teachers link book. A contribution from outside may happen not to be able to be announced in time. However, it is always preferable to prepare ahead for the classes.

- **Human Resources:**

- **Teachers turnover 2018-2019:**

- - AEFÉ catchment areas / resident and expatriate turnover: no turnover on the AEFÉ resident positions for the Nursery or Elementary for 2018-2019.

- - Turnover on local contracts: 4 vacant positions for Primary core teachers in local contract

- • Nursery, 1 vacant position to replace Sébastien Drevet, MS B class: position already supplied by François Marteau, tenured core teacher, on a 2-year contract from 01/09/2018 to 31/08/2020.

- • Elementary, 3 vacant positions:

- - 2 departures owing to end of contract: Sergine Le Rossignol CP B; Suzanne Nadeau CE1 A.

- - 1 request for extended leave without pay for personal reasons: Jihane Giraud CE1 B.

- - Teachers internal turnover (ongoing).

François Marteau has ever since requested a position for an Elementary class.

- **New Primary campus:**

- - *Points raised by the parent representative of CP and CM2 classes:*

- • *What's the status of the construction work? Will the extended period of late April be observed?*

*Some parents are worried about the lack of regularity in the construction and would like an independant expert to audit the quality of the ongoing works. They also request for an audit of the swimming pool to check on any fault/issue in designing or building it.*

Institutionnally, the Primary School Council is not the right body allowed to deal with property matters. It is also reminded that the school community expects quaterly information on the works progress, as the Board had committed to before the parents in May 2017.

The Council validates that the Head of school will pass on these questions to the management board during its meeting of Thursday, March 15th.

Swimming pool and risks related to sunshine:

The Council considers to issue an opinion on a compulsory swimming costume that would protect adequately from the UV rays. Despite a common and majority wish to deal more strictly with this point (19 votes for, 3 votes against), the Council recommends the parents to make sure that their child(ren) wear a full swimming costume: anti-UN top, swimming cap and goggles. The School will strengthen its communication on the topic. This point remains to be delt with in depth for 2018-2019.

- **Hygiene of the premises:**

- - *Points raised by the parent representative of CP and CM2 classes:*

- *The toilet is often dirty, no roll, no bin, no lock! The children complain about stomachaches for they don't dare to go to the toilet which cannot be locked. Same issue for the girl teenagers.*

*This question is discussed during each Council meeting; who is in charge of this problem? When will it be addressed?*

- *The banda<sup>1</sup> is often dirty. The children would rather sit on the ground. Could the cleaning ladies be asked to clean every day at 12:30pm just before the children arrive?*
- *There are not enough persons to supervise the children to eat properly. Can we know who the persons supervising the children are?*

*Which solution can be considered to have more supervising staff during the lunch break?*

Toilet and banda: Bernadette Mande points out that the toilet is cleaned and disinfected several times a day, before and after each break and at lunch break. The right behaviour is also to be reminded to the children. The planning has been reviewed in terms of cleaning hours with the cleaning staff for the space below the banda (covered space).

Hooks were placed rather than locks on the toilet doors (ground floor).

Generally speaking, it is reminded that the school is affected by overcrowding and by an obvious dilapidation that can be assimilated with a poor hygiene.

Supervising staff during lunch break: Benjamin, Bernadette, Datcha/Emmanuel (in shifts) and Richard are in duty during lunch break. The Primary School Council may require for an additional person but it is not the decision-maker.

Bernadette implements a follow-up of the children as much as possible, as required by some parents, during lunch time. Parents and teachers may also explain to the children in the same way. A canteen space is planned on the new campus.

- **Miscellaneous:**

*- Other points raised by the parent representative of CP and CM2 classes:*

- *Order for polo-shirts: question already raised during the last Primary School Council meeting but with no action taken.*

*It seems not too difficult to organise (Cf CE2 class)*

*Who is in charge? What is the deadline?*

- *Caps: a classe ordered caps and the children do wear them gladly. Can we spread the experience?*

Orders for polo-shirts: question raised during the latest School Council meeting. The Finance department will have to address this point during the coming School Council meeting.

Session closes at 8:15 pm.

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1 Banda: Swahili word to describe a small hut, covered place.