

A.Rimbaud – First School Council Meeting 1

Date: Tuesday 10th November 2015

Venue: Classroom 1 (college)

Session: 18:10 – 20:15Hrs

1. Nomination of the secretary for the session: Administration (Erwan Hanlee, Iris Tam Tsi / translation)

*One by one self introductions.

*Points raised by student representatives were looked into at the beginning of the session:

CM2 (Questions/points):

- Where are the table tennis tables? When will they be available?

Answers: The table tennis tables were stored so as to protect them from the bad weather. Building work in the banda must be undertaken before they are set up again.

- Poor condition of the football pitch.

Answers: It is raked on a regular basis but with use and the rains, the stones keep appearing. With the money raised from the ECA (extra curricular activities) a renovation may be considered.

6ième (Questions/points):

- The poor quality of the compasses makes them very hard to use.

Answers: These compasses were ordered from a professional catalog and are not the cheapest but of average quality. 50 pairs of compasses can surely be purchased before the end of the school year.

- Request for more study hours.

Answers: Last year, the timetable was conversely criticized for having too many study hours in-between classes. This year study hours are fewer with better managed and optimised timetables – owing to the use of the newly purchased software EDT.

- When will the tablets be operational?

Answer: It has been a long process to set them up but they are now ready to use.

- More SVT (Earth and Science) hours

Answers: The number of hours is directly determined by the official texts from the French Ministry of national education and not at a local level by the School.

5ième (Questions/points):

- Request for a food service

Answer: No answer for the time being. This implies that a parent committee be created especially for this topic – just as for transport issues, this falls outside education hours.

- Reorganisation of the football pitch.

Answer: Cf. CM2

4ième (Questions/points):

- Replacing solid soap with liquid soap.

Answer: To reduce waste of resources, the decision to use solid soap was made. A change can be considered.

- Issue with the amount of available plastic cups.

Answer: There is a lack plastic cups during the breaks, but their use is a genuine green / education issue within the school, the use personal water bottles is becoming a more privileged solution.

- Extra-Curricular Activities: Piano / Jewelry / Tales to be extended to their age class.

Answer: Learning the piano is impossible in group classes; Jewelry Creation was offered for the 1st term but there are issues with the days/hours and the availability of classrooms as for the timetable; Tales: request for the next ECA session.

3ième (Questions/points):

- More students in class...

Answer: Does not depend only on the school but on the potential enrolments.

2ème (Questions/points):

- Split the banda in different sections for the elementary/secondary/higher secondary. Students common room – classroom for 2nde students

Answer: Splitting the banda in sections is not possible given the lack of space.

For this school year, the classroom no.5 is attributed only to the use of the 2nde students, therefore the students can use it as a common room.

- Request for one additional P.E. hour on Thursdays to fill a free hour.

Answer: Can very well be feasible but bear in mind the students already have 2 hours of P.E. after this free hour.

2. Agenda for the Secondary School Council Meeting 1 approved.

3. Minutes from the Third School Council Meeting 02nd June 2015: approved.

For your information, the minutes from the School Council 1 held on Tuesday 03rd November 2015 will have to be re-examined during the next School Council Meeting 2 → due to feedback on the minutes being off topic of the summary of conclusions, the 2 School Councils agreed on a delayed uploading of the minutes on the School's website.

4. School Life:

***Internal rules (IR):**

Review on the study room / daycare (10 € an hour) from 13:30hrs after class or after ECA. How about before ECA?

Answer: A reasonable leeway of 5 to 10 minutes at most before the ECA can be tolerated to drop off a child.

However, a child can NOT be left by his/her family at the School without supervision after 13.30hrs (end of class without an ECA) nor be dropped off to the ECA before 13.50hrs.

Excerpt and reminder of the current Internal rules in force:

4.3 Extra-Curricular Activities (ECA):

(...) Parents should bring and collect their children on time according to established schedules for these activities.

- *No student is allowed to stay at school without being registered in an activity under the supervision of an organiser or school administrator.*
- *The school accepts no liability for accidents involving a child who is at school after school or extra-curricular hours;*
- *Any child still present at school 30 minutes after the end of class or an extra-curricular activity will be taken to study room/daycare at a cost of 10 Euros per hour, every hour commenced being due.*

Update in the Internal rules of the Pronote Point (direct access for parents to the educational monitoring of their child in the Secondary).

*Teaching news:

CNED (Distance Learning National Centre):

The convention has been signed. There is a remaining problem with the lockup of the homework access, despite the various letters exchanged with the CNED. Philippe Boncour offers to send the CNED a formal letter signed by H.E. the Ambassador of France.

Secondary School Inspection visits:

-December 10th-11th 2015: Regional education inspector for AEFÉ in Mathematics

-April 21st-22nd 2016 Regional education inspector AEFÉ for History-Geography-Civics

These visits are paramount and positive as they validate and enable the school to renew the certification of the French Ministry of National Education, of the Secondary school – that has not so far had any such certification visit.

Development of Careers counselling:

From 1^{ere} class, it is now compulsory for students to use the website <http://www.admission-postbac.fr/> in order to formulate their career wishes. The school obviously needs to create a Careers Counselling Centre, which has not existed so far for the Secondary School. Mrs Agnès Dugué, the AEFÉ Careers Counsellor and Advisor, is expected on March 14th and 15th 2016.

Educational projects:

- School trip for 4^{ème} and 2^{nde} classes to France from April 09th to 16th 2016: an informative meeting took place on November 16th.

- School trip for 6^{ème} and 5^{ème} classes to Mikumi from January 13th to 15th 2016.

- School trip for 3^{ieme} class to Zanzibar – subject to approval from the Embassy (safety). Date not yet determined.

COP21 (Climate Change Conference):

The School organises a one-week special focus on learning and activities related to this topic.

A detailed program will provide both students and teachers with; conferences, exploration workshops, festival of documentary movies.

*Language Policy:

During this First Term:

- Theatre – 6^{ème} and 5^{ème} classes: one additional hour of French devoted to a common educational project – spoken presentation, writing workshops (the objective is to consider French as a language for something else than formal classes). A presentation. – performances for the classes then the families – is planned.

- 4^{ème} and 3^{ème} classes: one additional hour of French in French language writing workshops (Francophonie).

- English: potential assessment visit by the Education Advisor in Languages based in Johannesburg, early May 2016.

*Pastoral Care and Disciplinary Supervision:

The School will host a training on the topic “Administration and Disciplinary Supervision: Training for the related teams from January 18th to 20th 2016.

5. Administration

*Human Resources:

- Recruitment of an English teacher:

Current recruitment for a starting date planned on January 04th 2016

- Substitute for Marion Wunschel (GS B, Msasani) during her maternity leave:

No sufficient local resources for this substitution. A request was made to the organisation AGIRabcd (Retired Teachers from The National Education). Officially, the person agreeing to come does not become an employee of the school and the school does not pay any salary to him/her. However, accommodation, meals and transport fees must be provided by the school.

This substitute position was also published online on the Arthur Rimbaud School's website and Facebook page – "Teaching abroad" page.

- Absenteeism of the Tanzanian employees on local contracts:

From the beginning of the school year 2015-2016, regulations were implemented and introduced to the local staff, with job descriptions and working hours.

*Assessment on Safety issues:

- Insurance for the teaching, administrative and disciplinary supervising staff (public liability and individual guarantee within the professional practice): ongoing request with comparative quotations.
- Following the fire drill that took place at the Oysterbay and Msasani campuses, the basic safety devices (smoke detectors, fire alarm) will be set up in Oysterbay.
- Confinement practice within the Emergency Contingency Plan (PPMS): to be implemented.

*Promoting the use of digital resources:

Due to major, recurring internet connection issues at the School, with the current Internet Service Providers (ISP) TTCL or SMILE and possibly of network issues, quotations for ISP were requested for the Management Board to examine and make a decision.

Additional IT investments will also be necessary to equip the CE2 B, CM1 B and CM2 classrooms with computers, and the Nursery School with a second video projector.

*Accounting and Management:

A request is ongoing with ANEFE for an additional loan to build the new campus.

COFI 2014 is currently being certified by the AEFÉ (Agency for French Education Abroad).

Preparation of the Budget for 2016: 2-3 teaching positions must be projected, for the new 1^{ère} class – increasing French teaching load, possibly for Mathematics as well in the Secondary, as well as a new CM2 class.

*Creation of a commission << Communication >>

In order to define and implement the best possible communication within the school community, a commission is created to think over ways and time for communication.