

<b>Minutes of Meeting</b>		
<b>Date :</b>	22/04/2020	
<b>Subject :</b>	OIS Participation Council	
<b>Chair :</b>	Norbert Werthenbach	
<b>Attendees :</b>	Clare Beatson	Anne-Marie van Holst
	Katie Zalewska	Katharina Strobl-Wiltschnig
	Doe O'Dea	Giovanni Vergottini
	Cheryl Embleton	
<b>Absent with Apologies :</b>		
<b>Agenda :</b>		
<b>1</b>	<p>The following was discussed:</p> <ul style="list-style-type: none"> <li>Year plan – this would need to be updated based on the impact of the Corona virus pandemic, but will currently continue as planned. The Board has agreed that the budget will remain the same.</li> <li>Formation next year – the budget for staff has been approved by the Board.</li> <li>Extension of December break to 3 weeks – 46 parents responded to the survey from the PC. 37 parents were in favour of the extension; 9 parents against. Of the concerns/comments raised by the 9, a couple could not take additional leave or afford additional daycare and 3 would prefer the week after the current 2 week plan. The OIS Management team decided to follow the advice of the PC to extend to 3 weeks, with the additional week before the current 2 week period.</li> <li>Holiday planning for next year – Cheryl will send out the holiday calendar to the members of the PC.</li> </ul>	
<b>2</b>	<p><b>Coronavirus update</b></p> <p>Anne Marie took the forum through the draft Crisis plan. From 11 May OIS is moving into phase 3, which is a partially open school, as prescribed by the Dutch government. This is a mandatory phase, unless permission is received from the Board to not follow the guidelines. A request was made to incorporate some form of streaming or video conferencing for those children whose parents elect to keep their children at home. This should not place any additional pressure on the teachers in terms of their workload. The details of the plan will be provided to parents on Friday evening 24 April, once agreement as been received from the teaching staff. She would also send out a Parro notification in the evening of 22 April, to inform parents of current developments. Norbert commended Anne Marie on the detail contained in the draft plan.</p>	
<b>3</b>	Next meeting: 03 June 16h00 to 18h00	

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<b>4</b>	<p>PREVIOUS ACTION POINTS:</p> <ul style="list-style-type: none"> <li>• Anne-Marie will confirm whether there is anything in writing in terms of the relocation of the other schools which currently occupy the same building.</li> <li>• For the next financial year, the PC would like to see the FTE (Full-Time equivalent) budget</li> <li>• The PC would also like a view of how the school is tracking on the Actuals vs the Budget.</li> <li>• How to engage with interested parties is to be formalised e.g. website, theme evening etc</li> <li>• Clare will ask Manon to include a request in the next school newsletter to encourage more parent volunteers to assist with the library and also to join the Activities committee.</li> </ul>
<b>General :</b>	
<b>Next Forum :</b>	
<b>03/06/2020</b>	Zoom Teleconference