

Parent Representative Meeting			
27.09.22 17:00 – 18:30			
Location: Building E (or Teams)			
Topic: E- Building MIC	Attendees Parent reps: 1IC, 3IC, 4IC, 5IC, 9IC School: Gloria Suen (PYP Coordinator), Emma Tembo (MYP Coordinator) Facilitator: Liv Halvorsen (principal)		
Meeting Objectives:			
<ul style="list-style-type: none"> To review policies, procedures and practices at Manglerud International Classes and provide feedback and solutions for improvements 			
PREWORK: To PREPARE for this meeting please			
<ul style="list-style-type: none"> Read through the FAU handbook Read through Policies: Inclusion and Language 			
Materials that will be used at the meeting			
<ul style="list-style-type: none"> Policies: Language and Inclusion 			
Schedule [XX min]			
Leader	Topic	Notes	Action / Final decision
LH	Welcome & Agenda Review	General Updates: staffing, Schedules, Website, etc. Review agenda for today -Policies -UN day -Communication with school -AKS	Staffing – New teachers in Integrated Science for 7-10IC; and a temporary position in Design & Maths for 7IC. They will begin after høst ferie. – In the process of hiring assistants for PYP classes. Schedules Due to the changes of staffing, the schedule has been updated for 7-10IC and will be in place in høst ferie. IST – Which updates timetables, parent contact info on skolemelding, etc, in the process of updating

			Website – updated the Norwegian site
LH	Policy Review: Language	<p>The Language Policy was created in 2020 during COVID and review is needed in regards to the Mother Tongue, Norwegian and the Language Classes in MYP.</p> <p style="text-align: center;">Notes</p> <p>Parents follow up when students graduate in Year 10, will they be able to go to videregående skole?</p> <p>-</p> <p>In MYP, there are two Norwegian language courses. At the end of Year 10, if *Language Acquisition – Level 5, they will be able to go to videregående skole.</p> <p>*Language and Literature – Level 3, students will struggle.</p> <p>School is working with outside entities on how to properly document levels for vgs applications and how it will be clear if a student will need to take a year of Norwegian language prior to vgs.</p>	<p>Language Policy: The school aims to clarify the role of language in the school; the language offerings on years 8-10; how Norwegian is being taught- the curriculum, SNO and language levels. The school is working to make the process more transparent and communicating the policy with the school community.</p> <p>The policies are still in the process of updating it. If parents have any feedback and follow ups, please send email to Liv.</p>
LH	Policy Review: Inclusion	<p>The Inclusion Policy’s main focus is how to attain the IB program.</p> <p style="text-align: center;">Notes</p> <p>Parents share the difference between PYP and MYP, where PYP demonstrates inclusion, and MYP focuses more on academics and grades.</p>	<p>Feedback from parents desired by November 1.</p>
LH	Upcoming Events: UN Day	<p>Schedule and Expectations</p> <p>Internal UN Day – during the school day when International Classes perform for the whole Norwegian school</p> <p>External UN Day – 13:45-14:45 parents are invited to join</p>	<p>Concerns of previous years’ after school program.</p> <ul style="list-style-type: none"> • Performance • Booths <p>Concerns of the size of the Aula since IC community has grown.</p>

		<p>It is during the school day, and after 14:45 is out of teachers' school hours, where parents are initiated.</p> <p style="text-align: center;">Notes</p> <p>Parents focused on what is the best of the students.</p> <p>Parents and school would like to connect the community together better like before COVID times.</p> <p>Potluck part – student focused and happen internally in groups of year grades.</p> <p>Performance part – parents attend and see student performances from 13:45-14:45. The chance of video recording and sending it.</p>	<p>Leadership will communicate to teachers that parents help to organize an in class pot-luck on the day, and can have volunteers for set up/clean up. Classes can be combined for building community.</p> <p>Contact teachers will decide on and communicate the combination of classes. (i.e. 2 or 3 classes in 1-6IC. 7-10IC will work combine together)</p> <p>Parent Rep should contact the contact teacher to coordinate the time and helpers needed for potluck.</p>
LH	Upcoming Events: Mental Health Day	<p>The nurse will send out materials to contact teachers and activities will be in-class. There will be a difference from the Norwegian section since we have preparation of UN Day.</p>	<p>Community is welcome to suggest or volunteer an activity on the day for a group or class.</p>
From parents	General: Communication	<p>General: In skolemelding, there is only option to send messages to the Contact Teacher (-kontaktLÆRER). How are we supposed to contact other staff, for Eg. Ms. Cecilier Edwards? Do we continue to contact other staff by email?</p> <p style="text-align: center;">Notes</p> <p>Skolemelding – the trouble of finding the teachers is due to the connection of IST. A system is in the process of update.</p>	<p>The Internaional Classes portion of the website will receive an update with information about directions for use of skolemelding pending correct translation received centrally.</p> <p>If parents have updates in their personal information (such as address and phone numbers), please notify the school. Ms. Cecilie Edwards</p> <p>The school will be sending out information to all parents about mutual respect of communication.</p>

From Parents	<p>AKS: Schedules and Contact</p>	<p>PYP: AKS week-schedule is not available in the school website anymore. It should be possible to see the AKS schedule in advance for the holiday weeks. Week-40 schedule is still not available.</p> <p>PYP: There is no department contact email-ID for AKS. In the case when Mihaela M Jordet is on vacation there should be an alternate email-ID made available to contact</p> <p style="text-align: center;">Notes</p> <p>There is a situation of AKS staff's shortage.</p> <p>The central information goes through Mr Gaute – the person in charge of AKS in Manglerud Skole. While the information from the taxi is from International Classes.</p>	<p>AKS Høstferie:</p> <p>The plan during the vacation of AKS is to combine with the Norwegian section. AKS IC will first meet at Building E, then they will go to the Norwegian section at 09:30- all students must arrive by that time. Those with part time place can only come Monday and Tuesday, those with full time places can come all days. The schedule is TBA.</p> <p>The school will communicate better when the base leader is absent. Ms Cecilie Edwards will be the person to communicate for now.</p>
From Parents	<p>Raise money</p> <p>The graduation trip for Year 10. The trip for each student will cost for around 5000kr-8000kr.</p>	<p>Discussion of which year to start</p> <p>Concerns of fund raising</p> <p style="text-align: center;">Notes</p> <p>Parents suggest different activities:</p> <ul style="list-style-type: none"> - book reading (read-a-thon) - cake making - cooking class - planting selling - craft items - family fun run - yoga classes <p>that each year group can do and make it as a regular year group activity to raise money.</p> <p>Parents check with the FAU about the class money.</p> <p>Reminders that money cannot be given or donate to the</p>	<p>Each class's parent decide an activity, and what ways of fund raising, with hopes of establishing a tradition in each grade for what they do (i.e. Year 4 sells cakes during 17th of May).</p> <p>Parents – plan: Activity and how it could be executed. Agree on a time/date with the school leadership.</p> <p>The school - provide the space such as the kitchen, if needed.</p> <p>For older students and particularly MYP , parents should collaborate with the contact teacher to help gather interest in fundraising and brainstorm</p>

		<p>"klassekasse" students must earn it through service and action- contributing to something. Children can be sponsored in events (ie read-a-thon, fun-a-thon).</p>	<p>ideas that the students are interested in organizing (suggest the use of Well-being time)</p> <p>Parents are responsible for overseeing and organizing this fundraising- not teachers.</p>
		<p>Review next steps / next meeting</p> <p style="text-align: center;">Notes</p> <p>November 9 (Wednesday) 17:00 – 18:30</p>	
		<p>Discuss what worked well about this meeting and what we would have liked to change</p> <p>plus:+ Those who were face to face were able to greatly contribute to the conversation.</p> <p>delta: How do we gather more interest in attending the meetings?</p> <p>Separate committees will need to be set up for Policy review when a draft is complete.</p>	