

GLK 1 (2012/13)

Date: 8 / 08 / 2012 (10.00-12.00)

Location: music room

Minutes: Heike Hollweg

1. Minutes of GLK 5 (6/06/2012): approved

2. People

- present student number: 231 + 2 exchange students (highest number in recent years) / profile E: 19 students
- introduction of new staff: Bauerhin, Marika (2. Klasse) / Nyffenegger, Amy (KGE) / Pommerening, Kathrin (DaF) / Rossier, Marc (Mat / Phy) / Schillig, Annetta (3. Klasse) / Schillig, Alex (Art/Wer/Teg) / Schupay, Benjamin (4E) / Zwahlen, Flurina (BSB)

Special Functions:

- missing functions: ethics / a person responsible for the upstairs copy room, exercise books and paper / deputy students' representative
- deadline: 24/08/2012

Project Organisation: Strategic Project Management:

- Marketing Plan (Khun Bah): still looking for a teacher representative
- Masterplan "Education" (Remo Nyffenegger): full
- Education Systems: looking for another teacher and staff board member
- Masterplan "Infrastructure": looking for another teacher representative
- 50th Year Anniversary: Janna Müller and Alexander Schillig suggested as team members

3. Contract Renewal

- Hand in written requests till 31.10.12
- Notice according to contract: FOLK/CH: 9 months (31/10/2012) / OLK: 6 months (31/01/2012), but preferably earlier as OLK positions whose tenures prefer to wait till 31/01 will be advertised in Nov as a precaution

- qualification visit / feedback: before 31/10/2012

4. Governance: Educationsuisse, Lucerne (more info: www.admin.ch/ch/d/gg/pc/pendant.html)

- key issue of the annual conference of Swiss headteachers abroad: new law for Swiss schools abroad (recognition and financing of Swiss schools abroad)
- **Swissness**: shift from a purely educational tool to a representative tool as an instrument of Swiss foreign policy abroad (attract people and turn them into friends of Switzerland, sympathetic to Swiss interests)
- **duality**: option to implement dual systems enabling a dual vocational training
- **subsidies**: prepare for less funding, more self-funding
- **calculation**: omission of the clause "minimum of 20% Swiss pupils", further details still pending
- costs: have constantly risen by 10%, especially personnel costs

5. Marketing Information:

- overall market share: 1,3 % (small share)
- students from a German language origin: 47% (more students should be attracted)
- Average stay of a child: 4 years (3,9)
- effective marketing tools: internet (41%), word-of-mouth (21%)
- Banner at Perfect Place: a new banner will be placed at Perfect Place
- Traffic signs (3 new traffic signs to locate Swiss School more easily)
- Website, Brochure

80th Anniversary of Thai-Swiss Diplomatic Relations:

- 23/08/12: Thai-Swiss Alumni at Siam Paragon presided by Princess Sirindhorn
- 30 students can be present at event: homeroom teachers should hand in 3 names till 17/08 (grade 4-12)

6. Administrative Info:

- **new rented facilities**: on ground floor (Thai rooms) and first floor (language rooms) of St. Thomas Church (students: silent and reverent behavior is demanded)
- **preventing hand-mouth-and-foot disease**: quite a few outbreaks during holidays, caused by a virus, different virus types, usually children up to 10 years may get it, can

be highly contagious but there is no medication for the disease (symptoms: moderate to high fevers, sore mouth, rash hand / feet) / prevention: wash hands, cover mouth

- **recess supervision:** increase of break duties (one lunch duty or three break duties) / 11 – 19 lessons per week: 2 break duties / less weekly lessons: one break duty
- **afternoon courses:** activities for younger students are still necessary
- **Sanuk team:** is looking for new members / Hazel Shore will be collecting money for the celebration of special events
- **new canteen card:** Smart card: 200 Baht, with photo: 350 Baht (valid for a period of four years)
- **MIM of senior management team:** Tuesdays 11.00 – 11.10 in teacher's lounge
- **assemblies 2012/13:** Please hand in programs on Friday before!
- **Timetable:** should be transferred to Intranet by 13/08 and any room changes during the school year should be also done on Intranet

7. Academic

- **I-pad trial:** trial for Year 4, 5, 6 / Project Plan: 2012/13: online exercises, research on internet, working with Apps; 2013/14: work with first textbooks, create textbooks
- **New regulations for admission into the Gymnasium:** 2 reasons: 1) Lucern changed regulations; 2) help more students pass the Matura / uploaded to Teacher's Manual
- **Student exchange Switzerland – Thailand:** currently two exchange students in Year 10; promotion for language exchange program
- **language diplomas:** external language certificates; students should have additional certificates for all languages studied at school

8. Dates

- **Week 2 (20-24/08/12):** Primary parents' evenings; **20/08/12:** Thai parents info evening; **21/08/12:** Election liaison teacher (11.10); **22/08/12:** Election SMV Board (11.10); **23/08/12:** Photos Intranet; **Week 3 (27-31/08/12):** Secondary Parents' Evening; **30/08/12:** PQM Moodle; **31/08/12:** Secondary integration date; **3/09/12:** Start afternoon courses S1; **11/09/12:** Assembly 1 (6,12); **14/09/12:** PQM (no classes in the afternoon); **15/08/12:** PQM (8:00-15:00); **20/09/12:** Primary / Secondary meeting 2; **26/09/12:** ICDL info for new teachers

9. Discussion: Shall we mark down class averages on exam sheets?

- Decision (vote) taken **against** handing out the class average