

Minutes GLK 2 27/09/2012

Time: 15.00-17.15

Taken by Jutta Hug

Location: music room

1. **Minutes of GLK 1 (08.08.2012):** approved
2. **Michael G. cordially welcomes the new President and Vice President of the SMV, Phyllis Hofmann Grade 12 (excused for today) and Emily Nyffenegger Grade 11, in the GLK meetings**
3. **Renate thanks Remo N. Jr. for his work as a representative of the SMV last year.**
4. **Bewegte Schule – Dynamisches Klassenzimmer / School in movement – Dynamic classroom (Who: Jutta Hug)**
 - Reminder to this concept
 - Practical examples: “Activity Breaks”
 - Information Maps in the teachers room (shelf next to the pigeon holes)
5. **Evaluation LU (Who: Michael Gwerder)**
 - **Summary of INSPEKTIONSBEUCH AN DER SWISS SCHOOL BANGKOK (SSB) 13. – 17. FEBRUAR 2012. Bericht an den Bildungs- und Kulturdirektor des Kantons Luzern (12.07.12):**
 - **Objectives** of the visit: get to know the academic practices in the upper secondary level (class visits, oral presentations of the Maturity dissertation, stakeholder interviews); alongside the visit, our Maturity exams were put through the Lucerne benchmarking process and a survey on workplace satisfaction was applied to all teachers on a voluntary basis
 - **Summary** of the role and practices of the **sponsor canton of Lucerne** and the school structure
 - **Observations** of the class visits, oral presentations of the Maturity dissertations and stakeholder interviews
 - **Findings** of the evaluation visit: small secondary classes (small learning community, financial implications); multicultural education with strong focus on the English language; studying the implementation of additional secondary leaving diplomas
 - **Decision** by the **Education and Culture Director** of the canton of Lucerne to continue the patronage of Swiss School Bangkok and to keep supporting the school
 - **Board decision: report will not be published, only general findings will be shared (individual feedback by GSM to Secondary teachers mentioned in the report)**

- **General findings (report/survey/other):**

- **Expert** coaching (e.g. preparation week 13-14)
- Students **exchange** (e.g. attract students from Lucerne Gymnasiums for 13-14)
- Lucerne **newsletter** (e.g. send key news to Lucerne on a regular basis)
- Lucerne **Rektorenkonferenz** (RK) (e.g. school and exchange presentation scheduled for 13.12.12)
- **Career counseling** (e.g. include more information on German offers)
- **Thai language** (e.g. Thai department to implement language diploma)
- **Homeroom teacher period** (e.g. implement a common time slot for homeroom activities or general presentations)
- **Principal presence** for teachers

The survey on workplace satisfaction has brought to light the following development potential:

- Fomenting open and transparent **communication**
- Enhancing **change management**
- Revising of **contracts/salary scale**

Additionally, GWM (and the Maturity Commission) see the following opportunities:

- Enhancing written **Maturity dissertation** (e.g. referencing according to Harvard system)
- Grading students against the **common benchmark** outlined in the dissertation guidelines
- Rethinking (mild) **grading** (Maturity dissertation and exams)
- **Sabine Langrehr remarks she never heard about “Rethinking grading” from any Member of the Maturity Commission**
- **Important: ministers decided to keep supporting the school**

6. PQM: review, preview, roles (Who: Remo Nyffenegger)

- Remo thanks all teachers who took part
- Rückblick Klausuren 13.-15.9. 2012
Klassen 4-12> Moodle
LZ-3 > Beschulung in Krisensituationen / SuS Feedback / Absprachen Profile D-E
- Steuerung Schulentwicklung
Organisations - Personal- Unterrichtsentwicklung > notwendige Rollenklärung SMT, SEA, PQM
- **Next PQM day: 30.11.2012**
Theme: Introduction of IQIS online

7. Emergency Response (Who: Remo Nyffenegger)

- Every room has an Evacuation Pack
- In case of emergency (exercise): rap the E-box, go over to the soccer field and line up
- Those teachers, who are in the class during emergency time, should go out with the students
- **New:** all other people meet next to the Swiss sign (gate to Lernzwerge)
- The school has a “Crisis response manual”
- New teachers who have questions please ask Remo
- **Next emergency exercise: 11.10.2012 10.45 am**

8. Deutsch im Fachunterricht DFU (Who: Silke Boerner)

- **Methodenhandbuch**
Standort: Oberes Lehrerzimmer
Inhalt: Werkzeugkasten
Anwendungsbeispiele: Biologie, Chemie, Physik, Mathematik, Geschichte, Kunst
- **Workshop**
Termin: PQM Konferenz 30. November
Teilnehmer: Alle KollegInnen die Sachfaecher unterrichten (2-12)
Inhalt: Vorstellung verschiedenster Materialien und Methoden – Erstellung eigenes Material
Ziel Juni 2013: Erstellung eigener Materialsammlung / verstärkter Einsatz des DFU Materials im Unterricht

9. Asian Games 30.05. - 03.06. 2013 at the Swiss-School: Project Plan (Who: Dirk Stepf)

- Strategy plan
- Dirk likes to pass the “virus” of the Asian Games to all of us!
- Asking for support
- Trainers for the disciplines up to now: Hendrik S., Renate L., Thomas S., Katja Dombrowski, Stefan M.
- We have to host over 100 students (organization: Tina Fischer)
- It is a high school (secondary) event – all sports activities will be at the RIS
- **Please sign in: Aufgabenverteilung Asienspiele**
The plan will hang out at the teacher room

10. 50th Anniversary (Who: Thomas Smolarczyk)

- Overview working groups:
Main event: Thomas/Janna; Culture Events: Michael Gs./Alex/Donate
PR Sponsors: Khun Mei/Khun Baa; Hoffenheim: Lisa Rietzler/Thomas;
Photo Exhibition: Khun Mei; Charities: Johanna/ Heazle/Sabine/Stefanie;
Graduation Maturaball: Michael Gw.
- Main event first ideas:
Alex: song; Marika: slide show (if you are interested to join, ask Marika or Martin); Dirk: whistle game (join if you want); Khun Mei: Exhibition; Donate: T-shirt's; Remo: 50 break activities (maybe)
- Discussion:
More ideas
Preparation day Friday
Surveillance
One day off
Catering (organization vacant)
- “Whole organization process is in a flow”