

Minutes MR-PO School year 2025-2026, version 1

1 Thursday Oct 2 MR-PO – location JLS 18.00-20.00			
Agenda	approval	advice	information
Subcouncil int dept 18.15			
<p>-Update specifics Strategic Plan The new possible merger might require a one-year plan to be followed by a new four-year plan. As soon as this is ready, it will be in the MR meeting. Marketing will also be a big part of the strategic plan. It should be possible for this to be addressed in the November MR meeting.</p>			x
<p>-PYP/ Erasmus+ update</p> <p>The feasibility study will be started in February, both departments aligned. By the end of the study (end of school year) we should be ready to decide if we are ready to apply for candidacy. The idea is to become an IB World School, which requires us to be a PYP school alongside our MYP and DP. There is a workgroup that will be working on this with our leaders for learning. PDBD also wants to be part of this. They have visited other Dutch schools that have taken on the PYP. The hope is also that PYP will attract new families. This is also linked to the Strategic Plan. Curriculum developments is part of this. As part of the feasibility study it has to be shared with parents that the intention is to become a PYP school and have a meeting to explain the process and for them to ask questions.</p> <p><u>How can the MR be a partner along the way, to be ready for the decision?</u> There will be a timeline, when to inform parents and when to involve the MR. The intention is to have a dedicated meeting with the MR where the plan will be presented and the MR can ask questions as well.</p> <p>Erasmus funding is connected to this. The funding is supposed to be used for visits/courses within Europe. The ISE has applied for funding for training for staff</p>			x

<p>members, which requires getting people to school or to send staff to other places for training. PDBD and international did a joint application. Currently waiting for an answer. Hopefully around the end of January 2026, we will find out if we will get the funding.</p> <p>-Update Check Ministry of Basic Skills Activity Plan (=23 September)</p> <p>The activity plan is going quite well. Next year will be the last year. We have been selected as one of the schools to present how we have spent the funding. This presentation went very well. We are on track. PDBD had a focus on Dutch language acquisition, international has multiple different projects related to Literacy, EAL, EdTech and Maths. There is professional development on this as well as ongoing implementations in the classrooms. Citizenship is covered through physical health and mental wellbeing programme as well as trips to get into the community. At the end of 2026 there will be another document to be completed to show how we spent that money.</p> <p><u>How are the LS TA's connected to this? Will that continue when basic skills?</u></p> <p>This is something school will be thinking about, to see how we can maintain that. The TA support as well as time for CL's to be out of class and work with teams even more.</p>			
<p>Reply to letter 2025.07.04-40 ; was a draft letter as the intention was to discuss this during the meeting.</p> <p>The school development team is focussing on marketing, to attract more students. Our actions in short are to update our current marketing and communication plan and the leadership team is making effort to have more exposure in the community, ASML 'Eindhovenfabrikanten kring', DAF. Expat fair in November to make ourselves more known (and loved). We need to be out there more.</p> <p><u>Is there a specific plan in place? With goals and directions? How to measure the success?</u></p> <p>We are extending; marketing and communication plan is being updated. Leadership is not happy with the current plan, too reactive, not proactive. MARCOM invited to a meeting to be able to give more input into an effective plan along the lines described in the question.</p>			

<p>→ Head of department added that there is a plan with specific numbers for each department. Next to that there is also the plan for how we are going to market ourselves. Have to watch the trends in the markets. Current trends across the country is lower numbers in early years and more growth in upper primary as well as secondary.</p> <p>The updated marketing and communication plan can be shared with the MR. This will be followed up on in the next MR meeting / bilateral.</p> <p>CIS survey coming up that will provide comparable data on a variety of areas. Option to add additional questions, will be carefully formulated to align with where we want to go as a school.</p> <p><u>VOO specifically suggests to work together with the school to check the thoughts of parents. This should not be linked to an accreditation.</u></p> <p>We do not want to send too many surveys, so we need to do it together with the accreditation as that one is mandatory. We will also have focus groups, during which we can get more thoughts. We do feel it is important to get parent feedback.</p> <p><u>Is there room for MR involvement in this survey?</u></p> <p>No, it covers all the CIS areas. There are only 2 or 3 additional questions, but we feel this should be based on our strategic plan. There will be more options in the next school year, as we will not be bound to the CIS accreditation survey. Next year we will do focus groups with parents, during these sessions feedback will be asked for different areas of school life. This will be an opportunity for the MR to add questions.</p> <p>It has proven to be difficult to get parent input to surveys, but also for other involvement (e.g. class parents).</p> <p>There will be different areas that will be addressed in the focus groups. A focus group will focus on a specific area. (e.g. admissions process will be with newer parents).</p> <p>There will be a cycle for the next two years to</p>			
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<p>get feedback from parents, staff and students.</p> <p><u>Is it an option to check in with parents on what would be the best way to get them involved?</u> <u>Often the same parents that are always involved and usually the same that are not.</u></p> <p>From January 2026 there will be a separate budget for the two departments.</p> <p><u>MR would like information and documents as soon as possible to avoid the challenges of the last few years.</u></p> <p>Purpose of reserves is to cover financial emergency. For example a drop in numbers, while still having the number of staff members. Having to make staff redundant is a high cost.</p> <p><u>We asked about this when the fees went up because of the numbers dropping, instead of having the current parents pay for this difference.</u></p> <p>We have to look at the big picture and make a decision in collaboration with the MR and have a balance in what parents need to pay extra and what comes from the reserves. When these situations occur, there needs to be transparency on what is in the reserves and how it will be used. The MR would also be involved if this ends up being the case. There have been no reserves for primary in the last year (or two?).</p> <p>Director will be earlier in the future with information regarding finances. Numbers in primary are currently low.</p> <p><u>Do keep in mind how much the parent fees have gone up in the last few years when looking at this.</u></p> <p>Teacher salaries have gone up massively in the last few years. Our ratio is lower, and that part is not covered by the government money based on the salary increase.</p> <p><u>Make sure this year that there is more collaborative and not too late. The specific documents with the proposals need to be on time, for the MR to be able to look at real documents and working with them.</u></p> <p>EY - 3 are currently lower in numbers. Groups 4 and 6 are currently predicted to go over their</p>			
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<p>numbers.</p> <p>A balance needs to be found between raising the fees if numbers are low, but then risking parents leaving because the fees have gone up more.</p> <p>SLT is working on creating a calendar with specific dates for specific documents, for example fees, also to allow parents to make an informed decision.</p>			
<i>Subcouncil bil dept 18.15</i>			
<p>-Update specifics Strategic Plan</p> <p>2 new foci for school</p> <p>*inclusion; more students should have access to school</p> <p>* innovation- we are not known enough;</p> <p>Visit expat fairs, ASML, DAF etc. ISE is innovative and this should be promoted. Another example is more exposure like schooltrips, T-shirts for children etc.</p> <p>A journalist from ED is coming for children elections, we have VIP mornings for toddlers.</p>			X
<p>- Reply to letter 2025.07.04-39</p> <p>Because of questions of MR- about trustfund. MR had contact with expert: If collaboration of management and MR is on right level, there is no need for Trustfund. Parents still need a say about spending parent contribution.</p> <p>-influence and transparency are important.</p> <p>Instead of trustfund- annual meeting end schoolyear to listen to finance etc.</p> <p>Goal of Trustfund was to regain trust; how many parents are paying ? Not all payments have been made yet- we are still waiting for an overview (that will be ready after fall break). Communication about parental contribution is important.</p> <p>A letter needs to be sent about the parental contribution (and increase)- what it is spent on.</p> <p>Parents could be involved to think about ideas for our location- like a Parent Committee.</p> <p>Or organise a coffee morning of potluck.</p> <p>Information sessions will be at JLS as well (example; internet safety information evening)</p> <p>Another role of Trustfund could be to look into additional sources of funding. But receiving money from companies is not allowed according to SILFO policy.</p> <p>Head of dept and MR will send a letter together to parents to explain the status of Trustfund</p>			X

<p>-PYP/ Erasmus+ update Joan and Marieke worked hard on applying for Erasmus accreditation (for staff training)- parents evening will follow for information about PYP . Expert from IB will be invited- also connection with secondary (work with IB already) Apply for candidacy next summer. Now feasibility study.</p> <p>-Update Check Ministry of Basic Skills Activity Plan (=23 September) Basic skills subsidy; spent on support Dutch language- the whole team was trained and money spent on materials (methods) . Children who are learning Dutch language are having lessons 90 min per day. Also one of the TA's is going to follow RT training. Last week ISE had to give presentation as proof that money was well spent- committee was very positive -update TPO TPO pilot started 11 years ago- a law need to pass in order to continue teaching 30 % lessons in English. (On October 3rd this law passed, which is very good news)</p> <p>Parking passes for staff; was a big struggle. Now colleagues share a permit but have to park outside 'the ring' once in a while.</p>			X
<p>Additional conversation around parental involvement. There is an intention for events to be bigger and for the parents to come to school. The intention is for the PC to organise more.</p>			
MR-PO 19.10			
<p>19.10 Announcements GMR</p> <p>New GMR staff member has started, still need one more. Also still need a GMR parent. (Make it clear the meetings are in Dutch.)</p> <p>*A lot of discussion around the possible merger. There is a lot of enthusiasm. Sufficient staff involvement, through work groups. *Director explain two SILFO wide workgroups about EdTech and internationalisation. *We specifically wanted to know about work groups for the merger. There are ongoing feasibility studies. There is a specific group for primary education as well, because the other schools are all only secondary schools.</p> <p>*Update on financial situations. Overall positive.</p>			X

19.15 minutes June 26 Approved.	IM		
19.20 meetingschedule 2025-2026 Approved.	IM		
Course MR and director ? Came up in bilateral. Good experience last year and would be good to do this again. To explore the possibility to do this with the MR and the leadership members who are part of the MR members. MR will get in contact with VOO. Possible focus on finance? → Possibly part of the time to be spent on the PDBD trustfund. Invite member(s) from VO as well ?			
MR meeting without leadership. Informing subcouncils about the subcouncil meetings			
20.10 Update Sparrow from director; invite Eric de Vetten November 13 ? It would still be good to stay in contact on this topic and it could be a good opportunity for the MR to ask questions. → There have been workgroups for different elements, so that staff could be involved. The spaces have been allocated and what they will be used for as well (storage, classroom etc.). Details are currently being worked out. In the GMR, it was shared that the construction is on schedule. → Possibly suggest a meeting + tour on campus for international subcouncil + PDBD parents.			x
20.15 Evaluation first meeting as (sub) councils Unsure what to expect beforehand, but it went well. Consider how to make it efficient, to avoid discussing the same topics in both parts of the meeting. Possibly also consider to have certain meetings start all together before moving into			

subcouncils.			
Parking Possible to park on the playground. If this is not possible, we can declare the parking costs.			
20.30 Tasks MR-PO and elections Elections needed for: <ul style="list-style-type: none"> - MR international parent - GMR international parent - GMR international staff member To contact the two parents who applied last time, to notify them of the upcoming elections. MR staff members to meet with head of departments so we can plan a PMR meeting within the subcouncils before the next meeting. .			
To do; what	who	when	
marketing/communication plan	director	Next meeting	
send a letter together to parents to explain the status of Trustfund	Head of dept and MR		
Organise course MR and leadership team (and VO)	MR	Next meeting	
meeting + tour on campus for international subcouncil + PDBD parent	dir	Next meeting	
Elections needed for: <ul style="list-style-type: none"> - MR international parent - GMR international parent - GMR international staff member 	MR	Next meeting	

2 Thursday November 13 - MR-PO – location Oirschotsedijk 18.00-20.00			
Agenda	instemming	advies	informatie
<i>Subcouncil int dept</i> 18.00 Subcouncil int dept (campus) -update extension Sparrow- tour -Update Sparrow; Tour with building manager, looking at the different areas, rooms and their purposes. Building expected to			

<p>be ready 6th February and then work will start on the interior. This does give some time for unfinished building details to do be finished.</p> <p>→ How is the new building being paid for? What is primary paying and how much will they get to use it?</p> <p>SILFO has put in 510,000 towards the building.</p> <p>Secondary is the department that is growing phenomenally, so they would be mostly using it. Primary will mostly be using the cafeteria, as well as ASA supervision. Theatre will be shared space. Costs for the campus will now be split 60/40, as secondary has much larger student numbers.</p> <p>Current plan is for the playground to be finished June. There is a workgroup with staff and student input.</p> <p>- Parro app: information (for formal advice MR on agenda next meeting)</p> <p>Primary international has already looked into a different way of communicating with parents. Now we have email and classdojo. These are also not the most efficient way of communicating. Parro is connected to Parnassys and parents are able to report absences through the app.</p> <p>Choice for parents to have it as an app or on the computer. Easy to check messages at different times, you can just scroll back.</p> <p>Permission statements go in there as well. It will save time for teachers, admin and it will be easier for parents to have everything in one place.</p> <p>In January, the plan will be shared with the MR.</p> <p>- Functiehuis Questions came up regarding the functiehuis / FUWA process.</p> <p><u>Where did the 10 days to object come from?</u> HR came up with 10 days for objection in the implementation plan.</p> <p><u>Why did we start this process?</u> Reason was incoherence of functions and scales. Not only because of mergers.</p> <p><u>Who are part of the bezwarencommissie?</u> Internal procedure, not outside of SILFO. The chair of the bezwarencommissie is an external with a legal background.</p> <p>Feelings and experiences by staff members who went</p>			
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<p>through the process were shared. Management recognises the difficulties the process has brought on. There also seemed to be a difference in expectations staff members had of the process, compared to what the intention of the process was, especially looking at the specific details of the job descriptions.</p> <p>- Update EY / Group 2 curriculum</p> <p>Curriculum has not changed, the approach has changed. Transition in EY has been smoother than Group 2. Management is working with Group 2 to address possible challenges together. A lot of work is going into this, teachers are receiving hours for this.</p> <p>- Update Toddle</p> <p>This was a trial, it is shelved for now. For now our use of Google Drive is sufficient for our planning needs. In the future we do need to look into how we record our planning if we do end up moving towards PYP.</p> <p>- Update Curriculum</p> <p>No new updates since last meeting. The plan is still the same. Feasibility study to start in January. At the end of this period, a decision will be made.</p>			
<p><i>Subcouncil bil dept</i></p> <p>-draft letter to parents</p> <p>- Parro app: information (for formal advice MR on agenda next meeting)</p>			
MR-PO			
<p>Announcements GMR</p> <p>GMR met with RVT about the fusion. Full update and plan was shared by the chair of the board.</p> <p>There is an upcoming meeting for the GMR's of all the schools.</p> <p>Multiple working groups have been established for this fusion, also specifically for the GMR's.</p> <p>Main task for primary GMR's is to discuss how they are going to make sure their voices are heard. They will remain the only primary schools, while multiple secondary schools will be added.</p> <p>Meeting at the start of December with all the management teams of all the schools to get to know each other.</p> <p>Special attention for finance and financial risk. Also considering the age of the buildings of some of the schools.</p> <p>Plan to go live with the fusion January 2027.</p>			X

Having a bigger board is helpful to be able to get things done and make things work. You can work together more easily if you are part of the same board as well. This is the main reason.			
Minutes 2-10-26	IM		approved
<p>-Draft budget 2026</p> <p>Separate budgets for all three departments. There is also a budget that applies to the whole school, as we remain to be one school.</p> <p>The budget will span across 4 years.</p> <p>If we can get the student numbers where we need to go in the next approximately 3 years, we can get to a point of healthy growth.</p> <p>A lot has to be done though. PDBD needs to bring in money to cover the investments that have been made. The increase in PDBD is almost in line with what they were expecting. Part of the reason some families have not joined is because there is no space left at the BSO. The BSO struggles to find additional staff members because of the working hours, since the school finishes quite late.</p> <p>All across the Netherlands international primary schools are experiencing drops in students. This is a DIPS trend and it particularly hits early years up to Group 3. It seems that our region is experiencing this more than other regions.</p> <p>-Increasing fees for int dept; external financial support</p> <p>A financial expert from VOO has been contacted, who could join our meeting, to be able to explain the numbers right away.</p> <p>The international department will have to raise the fees because of the increase in salary. The exact amount will be determined as part of the budget. More details will follow in January.</p> <p>More or less as it is, maybe a small increase. More details will follow in January.</p> <p>-no increase for bil dept</p>			
-Update Strategic Plan PO - not yet on agenda =too early Draft one in FE			
<p>--marketing communication update (MR; what is strategy ? related with fees) marketing plan (see meeting Oct 2)</p> <p>There is a Marcom plan. This will be discussed in the next meeting.</p>			

To be discussed in part without management. Inform parents/ staff about subcouncils Financial advisor for help Elections			
To do; what	who	when	
Send letter Trust fund to parents	Bil. dept.	Next meeting	
Inform staff/parents about sub councils, combined with announcing new members ?	Both depts (combined with letter trustfund, elections)	After elections (next meeting)	

3 Thursday January 8- MR-PO – location JLS 18.00-20.00			
Agenda	instemming	advies	informatie
<i>Subcouncil int dept</i>			
updates			
<i>Subcouncil bil dept</i>			
updates			
MR-PO			
Minutes 13-11-2025	IM		
Announcements GMR			X
-Annual/ financial report SILFO/ ISE 2025			
-Budget 2026			
-Update Sparrow			
4 Thursday February 12- MR-PO location JLS			

18.00-20.00			
Agenda	instemming	advies	informatie
<i>Subcouncil int dept</i>			
-First draft School Guide			
First draft Formation and Work Division Policy			
-Tuition fee 2026-2027			
Result Feb 1 st count and consequences ?			
<i>Subcouncil bil dept</i>			
-First draft School Guide			
First draft Formation and Work Division Policy			
Voluntary Parental contribution 2026-2027			
<i>Result Feb 1 st count and consequences ?</i>			
MR-PO			
Announcements GMR			X
Minutes 08-01-2026	IM		
-Final draft Holiday schedule 2025-2026 plus study days			
-Update Sparrow			

5 Thursday April 16 2026 -MR- PO – location JLS 18.00-20.00			
Agenda	instemming	advies	informatie
<i>Subcouncil int dept</i>			
Updates			

Final draft Formation and Work Division Policy			
<i>Subcouncil bil dept</i>			
updates			
Final draft Formation and Work Division Policy			
MR-PO			
Announcements GMR			X
Minutes 12-02-2026	IM		
-Update Sparrow			
-Information about government funding			
6 Thursday May 28 MR-PO – location JLS 18.00-20.00			
Agenda	instemming	advies	informatie
<i>Subcouncil int dept</i>			
Evaluation Strategic Plan			
<i>Subcouncil bil dept</i>			
Evaluation Strategic Plan			
MR-PO			
Announcements GMR			X
Minutes 16-04-2026	IM		
-Updates			

7 Thursday June 25 2026 -MR- PO – location JLS 18.00-20.00
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Agenda	instemming	advies	informatie
<i>Subcouncil int dept</i>			
<i>Subcouncil bil dept</i>			
MR-PO			
Announcements GMR			X
Minutes 28-05-2026	IM		