

# Notulen MR vergadering school year 2021-2022

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Agenda MR-vergadering-2020  
6 September

- 1) Opening (16.00)
- 2) Vaststellen agenda
- 3) Mondelinge informatie / Updates over
  - Google Chrome Safety
  - Verkiezingen PO-lid (update)
  - GMR (a member for VO and a member for PO need to be selected)
  - **NPO** (deadline voor behandeling is ook 6 september, bepaald door Esprit)
  - **Schoolgids**
  - Planning vergaderingen
  - Cursus MR Nederlands
  - Ingekomen stukken
- 4) Update van de GMR (Estevan)
- 5) Updates ouder(raad) ???
- 6) Update van de leerling / leerlingenraad

Rector neemt deel aan de vergadering (17.00)

- 7) **Schoolgids** (instemmingsrecht Ouders & leerlingen)
- 8) **NPO gelden** (instemmingsrecht)

Rector verlaat de vergadering (17.30)

- 9) Goedkeuren notulen 14 juni // 5 juli
- 10) WVTTK
- 11) Rondvraag
- 12) Afsluiting (18.00)

## MR-notes-2021 6 September

**Present:** Secretary, Chairman, 2 PO parents, 1 VO parent, 2 VO students. 1 PO teacher joined later. Principal joined between 17.00-17.30

### 1) Opening (16.00)

Opening by chairman.

### 2) Vaststellen agenda

Agreed upon.

### 3) Mondelinge informatie / Updates over

- Google Chrome Safety / Education Suite // Update van de GMR (Chair)

Chair gives update on GMR conversation on privacy and Google chrome. In 6 months Google will fix their privacy holes. What to do the coming 6 months?

Chair will send both emails to MR. Next MR meeting we will decide what we want (stop using google for 6 months or not, or stop altogether with google education suite) → Chairman will take this to GMR

- Verkiezingen PO-lid (update)

No candidate (yet)

Extra promotion and make clear that (G)MR PO can be done instead of other tasks. Hours given for (G)MR PO member (100).

- GMR (a member for VO and a member for PO need to be selected)

Meeting about Google and NPO

- **NPO** (deadline voor behandeling is ook 6 september, bepaald door Esprit)

Questions for Principal:

- Is “smaller classes” not already standing policy?
- Student tutors will be paid by NPO money?
- School camps and field trips are not extra. So why paid now by NPO?
- 13. NPO money for budget for (after school) activities organised by the student council?
- Many classes cancelled end of last year. NPO money to fix this with replacement teachers?

- **Schoolgids**

Anti-bullying protocol not being mentioned so much.

Principal neemt deel aan de vergadering (17.00)

#### 4) **Schoolgids** (instemmingsrecht Ouders & leerlingen)

Anti-bullying protocol should be more clearly visible. Principal indicates that it is already clearly visible.

PO parent: Make an English version + Put in a contact parents/students can contact in case of bullying → psychological effect for parents. More proactive pestprotocol, including online bullying is needed.

PO parent is willing to provide ideas.

Principal: I would like to organise an on-topic meeting about this. MR can then beforehand provide tips / ideas

VO teacher: There are not many details about IB. Which subjects are offered.

VO teacher: option of separate guide for this: Diploma guide.

(will be looked at)

PO teacher: online is very messy. Some documents in Dutch, some in English.

Principal: I agree. We are building a new website, ESPRIT-wide. November-december it will be online.

VO student: We have DENISE on social platforms.

Principal: We don't need that. Just readdress someone who ends up with student council.

#### 5) **NPO gelden** (instemmingsrecht)

Principal explains about the changing financial situation: before DENISE needed extra financial support from ESPRIT, now we have extra money. Plus there is extra money available now for achterstandsscholen plus nieuwkomers.

18 June: 500.000 euros

Now we have: 1,25 million euros for 1 year.

Principal is almost sure we cannot spend it in 1 year, nor in 2 years. On a national level there are negotiations that schools can spend it in 4 or 5 years.

1 million will be spent on secondary education. Much more than primary. Almost no newcomers in primary.

Money for newcomers can be spent in the whole secondary.

Extra money for teachers is not included here (arbeidsmarkt-toelage). Will be discussed with PMR.

### **Questions from MR:**

#### **1. Is “smaller classes” not already standing policy?**

Principal: to keep small classes. So extra classes will be created with extra teachers.

Amount of teachers is growing quickly. Last year about 80, now, if all vacancies will be filled: 100 teachers.

PO parent: Are there enough available rooms?

Principal: For now more or less. For primary, with an extra class we need a secondary class.

How many vacancies are still not fulfilled? At the end of the week all fulfilled. At start of the year it was about 6.

#### **2. Many classes cancelled end of last year. NPO money to fix this with replacement teachers?**

Chairman explains: because of havo exams being marked.

VO teacher: more classroom time is good. Not sending kids home when a lesson is cancelled.

#### **3. Student tutors will be paid by NPO money?**

Is included in Table 5 “Extra inzet personeel”

#### **4. School camps and field trips are not extra. So Why paid now by NPO**

MR: When was that decision made? Rector: Last week. MR: Why not MR informed beforehand? Rector: Because of parents’ meeting. And we want all students to join (plus obliged by law).

VO teacher: no trips abroad?

Principal: A trip to Rome was planned 1 year ago, but it was cancelled due to corona.

#### **5. 13. After school activities student council**

Budget for it. Initiatives from student council very welcome.

There is a lot of room for initiatives from students, parents, teachers.

VO teacher: Can you move money between boxes? Can the plan change?

Principal: We offer a plan, get the money, spend the money. The accountant comes and we need to show proof. We can change the original plan.

*Proposal to meet again in January/Feb to talk about net steps in the plan.*

VO teacher: idea to ask parents to come with ideas for allocated money for different elements (bewegen, art, etc)

- MR agrees unanimously with the NPO plan.
- MR (parents and students) also agrees unanimously with the school guide.

Principal verlaat de vergadering (17.30)

**3) Mondelinge informatie / Updates over -**

- o Planning vergaderingen
- o Cursus MR Nederlands

Email being sent to all MR members.

- o Ingekomen stukken

5) Updates ouder(raad) ???

Next meeting

6) Update van de leerling / leerlingenraad

Next meeting

7) Goedkeuren notulen 14 juni // 5 juli

Next meeting.

8) WVTTK

9) Rondvraag

Chair mentions MR student member as extra-consulatory delegate in the student council.

PO teacher comes up with the idea that student council should communicate what they do.

VO student says that the student council has an instagram account with 200 followers.

10) Afsluiting (18.00)

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Agenda MR-vergadering  
4 oktober 2021

- 1) Opening (16.00)
  - 2) Vaststellen agenda
  - 3) Installeren nieuw MR-PO-lid (Thomas van den Broek)
  - 4) Accorderen notulen:
    - o 6 september '21
  - 5) Mondelinge informatie / Updates over
    - o GMR-lid PO (vacature)
    - o Schoolkamp
    - o Bullying/mental health Survey
    - o Safety/cleanliness around school
    - o VMR-reglement
    - o Ingekomen topics van de Rector voor de MR (beschikbaar 2 weken voor vergadering)
      - i) Begroting 2022 → instemming te vragen op 6 december (MR)
      - ii) Formatieplan 2022 → instemming te vragen op 6 december (MR)
      - iii) DOT-BOOT → input + vragen verzocht, voorstel 11 oktober (PMR?)  
[1, 2, 3, 4, 5, 6, 7](#)
      - iv) [Extra middelen VO medewerkers](#) → input + vragen verzocht, voorstel 11 oktober (PMR?)
  - 6) Update van de GMR (Estevan)
    - o [Extern vertrouwenspersoon](#)
    - o Privacy & Google (mondeling)
    - o [Arbeidsmarkttoelage voor DENISE](#) instemming nodig PMR ([memo](#))
    - o [Examenresultaten Esprit/DENISE '20-'21](#)
    - o IBP beleid [1, 2, 3, 4](#)
  - 7) Update van de ouder / ouderraad
  - 8) Update van de leerling / leerlingenraad
    - o Wat heeft de student council nodig?
- Rector neemt deel aan de vergadering (17.00 - 17.30)**
- 9) Besluitvorming rond bepalen schoolregels
  - 10) Evaluatie organisatie schoolkamp
  - 11) Traject bespreken aanpassing van het reglement van de VMR
  - 12) PMR vergadering inplannen: 11 oktober? (DOT-BOOT, [Extra middelen](#), [Arbeidsmarkttoelage](#) / [memo](#))
  - 13) Wat heeft de student council nodig?
- Rector verlaat de vergadering (17.30)**
- 14) WVTTK
  - 15) Rondvraag
  - 16) Afsluiting (18.00)

**Notulen MR-vergadering  
4 oktober 2021**

**Present:** MR chairman, secretary, 2 PO parents, 1 VO teacher, 2 VO students

Joined later: 2 PO teachers

Principal joined between 17.00 and 17.40 hour.

1 PO parent leaves earlier.

**Absent:** 1 VO member

- 1) Opening (16.00)
- 2) Vaststellen agenda
  - o Postponing GMR update due to full agenda today
  - o Point 3 to after point 5 since new PO teacher joins later
- 3) Accorderen notulen:
  - o 6 september '21 - approved
- 4) Mondelinge informatie / Updates over
  - o *GMR-lid PO (vacature)*: we need a new GMR member, because there is no quorum now. Does anybody want to be a member of GMR representing the

DENISE PO MR? (see point 5 below)

- Schoolkamp:

*Parents feedback:*

- VO parent: students were very happy.

*Students feedback:*

- VO student: much better than previous time (tents with rain). We had a lot of free time as group 14i. Mainly arts activities in Den Haag.
- VO student: I wish we could have gone to Rome. It felt a lot like "here". We could have just done it in Amsterdam. Food could have been better. No visit to U.N. which is a missed opportunity.
- Idea: Next year students can organise (parts of) the camp.

*Teachers' feedback:*

- Dordrecht went very well. Enough free time.
- Organisation of the camp was thrown on the shoulders of the teachers. This had big negative effects on the workload of teachers.
- What is needed: The teachers (and students) would like to get the (live) opportunity to give feedback, in order to improve the programs and organisation/process.

- Bullying/mental health Survey

- VO teacher: suggestion to do separate, extra online meeting to pay enough attention to it.

- Safety/cleanliness around school

*Safety:*

- Reclaim the school yard. Get input from parents and students. How to make it safe.
- VO student: Some improvements since street coaches, but still not pleasant.
- PO parent: improvement in primary, since local kids can enter the school as students
- VO parent: Students don't dare to stay after school.
- PO parent: How does aangifte/police report go when things happen outside of school? Aangifte/police report is an individual act/case instead of a communal act/case organised by school, so this will be treated differently by the police.
- Suggestion: soft approach.
- PO teacher: as former policeman, soft approach does not work. Parents don't have grip on the boys. Best way: hold your ground, but do not act upon them. When their behaviour has no effect, it will not give them any status, and then they will stop.
- VO parent: let's come up with after school clubs/activities to reclaim the school yard. Maybe ask survey among students / parents.

*Cleanliness:* Cleaning the grounds is part of the new escalatieladder (=punishment) for students who are too late or miss school without a good reason.

*Agreed upon:*

- November 1: Meeting without principal + dinner
- November 15: Extra meeting on safety in and around school, online.

- Ingekomen topics van de Principal voor de MR (beschikbaar 2 weken voor vergadering)
  - i) Begroting 2022 → instemming te vragen op 6 december (MR)
  - ii) Formatieplan 2022 → instemming te vragen op 6 december (MR)
  - iii) DOT-BOOT → input + vragen verzocht, voorstel 11 oktober (PMR) [1](#), [2](#), [3](#), [4](#), [5](#), [6](#), [7](#)
  - iv) [Extra middelen VO medewerkers](#) → input + vragen verzocht, voorstel 11 oktober (PMR)

### **5) Installeren nieuw MR-PO-lid (Thomas van den Broek)**

New PO teacher is welcomed and installed. New PO teacher member does not want to be in the GMR. MR will proceed to look further for a new candidate.

Chairman mentions that we can be proud of having a complete MR team!

### **6) Update van de GMR (Estevan) → postponed to next meeting**

- [Extern vertrouwenspersoon](#)
- Privacy & Google (mondeling)
- [Arbeidsmarkttoelage voor DENISE](#) instemming nodig PMR ([memo](#))
- [Examenresultaten Esprit/DENISE '20-'21](#)
- IBP beleid [1](#), [2](#), [3](#), [4](#)

### **Principal neemt deel aan de vergadering (17.00 - 17.30)**

#### **7) Updates on safety at school yard?**

Update will be sent later on this week to all parents. It is quieter now around the school.

Principal wants to unify all policy protocols regarding safety (SEN, Arbo safety, anti-bullying)

Incident recently: Principal is satisfied with how the police deals with it. Police and street coaches are more present in the streets.

VO Parent : Now it is quiet because students don't stay after school, because parents don't feel it is safe for the students. Also because it rains, and also because there was school camp.

#### **8) Besluitvorming rond bepalen schoolregels**

New rules for escalatieladder are being put in place this week, however, students nor parents don't know about it. How to clarify and make clear the procedures for this?

Principal indicates that the rule of 3x too late with consequence is already put in the school guide that was being agreed upon on the 6th of September. What happened now is the precise elaboration of this rule.

Request from MR: Can the principal make a protocol on the procedure of decision making and communication regarding topics that affect the teachers and/or parents and/or students, in order to make it more transparent?

Principal will take on board the signals from the MR regarding improvement of a transparent procedure and communication regarding feedback on policy-in-development.

#### **9) Evaluatie organisatie schoolkamp**

MR indicates that there seems to be little evaluation of the school camps currently. This is a missed opportunity to improve and consolidate what we have. Principal sees this as a more general topic of how to evaluate big events. MR agrees.

Request from MR: Can the Principal develop a protocol on how evaluation of big events is done in a professional and effective way at DENISE?

Principal will take on board the signals from the MR regarding improvement of a transparent procedure regarding the evaluation of big school events.

MR wishes to continue being a thermometer considering issues in school for the principal.

#### **10) Traject bespreken aanpassing van het reglement van de VMR - postponed to the next meeting**

#### **11) PMR vergadering inplannen: 11 oktober (DOT-BOOT, [Extra middelen](#), [Arbeidsmarkttoelage](#) / [memo](#))**

#### **12) Wat heeft de student council nodig?**

A meeting with the principal to evaluate the school camp.

#### **Principal leaves the meeting (17.40)**

#### **13) Update van de ouder / ouderraad - next time**

#### **14) Update van de leerling / leerlingenraad**

- Wat heeft de student council nodig? → A meeting with the principal to evaluate the school camp.

#### **15) WVTTK**

- Communication language: MR will write notes and all MR products 100% in English from now on. Re-evaluation when a new chairman comes.
- Request to principal: documents for MR from MT also in English for English MR parents.
- Website needs attention. Specific documents don't work or are only in Dutch OR only in English.
- Procedure question about budget: how do students know how much they can spend? If there is no specific budget, how do students acquire funds? Who to go to?

#### **16) Rondvraag**

#### **Students:**

- Idea of building a school garden or greenhouse → send proposal to principal



- Request for a coffee/tea/hot chocolate machine for students (drinks students then can pay for) → send proposal to principal

**17) Afsluiting (18.00)**

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## Notulen 1 November 2021

- Present: Chair, PO teacher, 3 Students VO, Parent VO and Parent PO
- Joined later: OOP VO, Parent PO, teacher PO

### 1) **Opening:** 16.50

Chair:

- compile the agenda for MR meeting about safety in and around school on 15th November
- 6th December MR meeting:
  - Formatieplan
  - Year plan
  - Plan for werkdrukverlaging werknemers
- Write our own year report: how do we want to do it?
- What type of MR do we want to be?

### 2) **Sofia: updates on student council's activities and ideas**

- football tournament done
- Growing tree: new students' hands will
- Idea 1: of coffee machine: proposal in the making
- Idea 2: student pass to get discount
- After school activities
  - SPORTS: 4 types (volleyball, dance, floor hockey, basketball)
  - Computer coding and gaming (chess?)
  - Arts
  - Drama
  - Gardening club

> Inform student council about MR: MR teachers come to student council - Monday 8 november - D10-11 - Thomas and Estevan

### 3) **Parents' activities**

- > Social activities in primary school - Sarah
  - > class parents per class in primary - form a parent council?
  - > in secondary nothing yet, only in group 9.
- Goal: social activities is the first goal.

Question about Google: new situation is not going to change.

### 4) **Agenda for safety meeting, 15th November: input from all MR members requested.**

Yuli: Pest protocol needs improvement: more practical

Julie: Go together over the protocol and do suggestions / pose questions

Chair: send email to MR and put in comments. Yuli leads the conversation.

### 5) **Rondvraag**

Chair will send responsibilities of teamleiders to the MR

## Notes MR meeting 6 December

**Present online:** MR chairman (VO teacher), secretary (VO teacher), 2 PO parents, 1 VO parent, 2 VO students, 2 PO teachers, 1 OOP.

Rector joined between 17.00 and 17.40 hour.

1 PO teacher leaves earlier.

**1) Opening (16.00) the meeting will be online and can be joined at: [bit.ly/mrdenise](https://bit.ly/mrdenise)**

Chair opens the meeting: announcements about the documents we received from "bevoegd gezag" (=authority in school).

**2) Confirm this agenda**

Confirmed by all MR members

**3) Approve the last meeting's notes**

Approved by all MR members

**4) Information / Updates about:**

○ Corona

It's omnipresent. Staff members, students and parents are subjected to the virus on a daily basis. Maybe it's a good idea to ask leadership "bevoegd gezag" to decide to keep students in class and not move around as much through the school. It could also be an option to have set seats in the class to minimise interactions within the class.

○ Safety

Chair and one of the MR parent members will take a look at the anti-bullying protocol. They will review the policy and cluster topics into big suggestions and ask teachers and students (and parents) for feedback.

Students do think that the current corona measures are good enough, but that teachers are not too strict about following protocols (wearing masks and following mandatory walk paths). Students in the council would also like more insight on information about the spread of corona in school among students and teachers.

○ Budget / specification (=Begroting 2022)

Chair clarifies the budget (begroting) for next year.

- Question from one of the MR members: why is the amount of money spent on "freelancers" substantially higher compared to last year?
- Question from one of the MR members: why is the amount of money spent on "onderwijskundige diensten" substantially higher compared to last year?
- Question from one of the MR members: how is the NPO money being spent? Do we see that in the "begroting"?

○ School personnel plan second half 2021-2022 (=formatieplan)

Chairman clarifies the school personnel plan

- Question from the chair: *can we maintain the amount of personnel when we don't have the NPO money anymore?*

Chair indicates that "bevoegd gezag" is planning to add the student support coordinator to the school management.

- Question from the chair and a few of the MR-members: who replaces "bevoegd gezag" in a situation that "bevoegd gezag" is not able to be in charge due to circumstance?

It would be wise to prioritize selecting a vice-principal instead of adding a new staff member to the management team.

MR asked "bevoegd gezag" what would happen if -in the worst case scenario- he is unable to perform his duties. "bevoegd gezag" replied that the board decides what should happen and team leaders take over his duties in the meantime. The exact wording of the email here added was:

Beste MR,

In het geval het bevoegd gezag (rector) kortstondig uit- of wegvalt, wordt eerst een interne oplossing ingezet. De taken van de rector worden waargenomen door de leden van de schoolleiding. Afhankelijk van de situatie rondom de uitval, wordt één lid aangewezen als waarnemer van de rector en aanspreekpunt voor het bestuur, VMR en leerlingenraad. De waarnemer is, indien de situatie daarom vraagt, gemandateerd om urgente besluiten te nemen. Dat aanwijzen gebeurt door de rector of indien van toepassing door het bestuur. Bij een langdurige uit- of wegval volgt voor de eerste periode de bovenstaande aanpak om vervolgens over te gaan naar een interim bevoegd gezag variant, aan te stellen onder regie van het bestuur en in afstemming met leden van de schoolleiding en VMR.

Hartelijke groet/Kind regards,

Rector/principal

It's not strange that the school support team has a team leader. It is logical that the current school support team coordinator will take on that role.

- 5) Update from the GMR (chair): postponed to next meeting
- 6) Update from the parents: postponed to next meeting
- 7) Update from the students / the student council: postponed to next meeting

#### Rector joins the meeting (17.00)

On corona asking "bevoegd gezag" about the current movement between classes of students in secondary to consider set rooms for each class (stamllokalen).

*Answer: It's an option, but it is a big puzzle because there are not enough classrooms for all classes. Because there are school exams before winter break, it is possible to have a four day schedule where students stay in one classroom. It's also an option to have set areas where students can have their (lunch)break. Students need adults to comply with the protocols, so teachers need to be present and able to remind students about the protocols.*

"Bevoegd gezag" can make a plan to work with "stamllokalen" starting the week of 13 December

8) Budget 2022 (right of advise on the main outline)

Question from one of the MR-members: why is the amount of money spent on onderwijskundige diensten substantially higher compared to last year?

Answer: *PNIL (personeel niet in loondienst) means substitute teachers, freelancers, external personnel for example. It means all the people you hire as a school, who are not on the payroll. The higher amount of money spent is due to the NPO money.*

Question from the chairman: where are we at regarding the NPO-plan?

Answer: *"bevoegd gezag" will answer the question more extensively later by email. In general: we are behind on spending the NPO budget as most other schools are. It is too much money to spend in the coming months and will be put into reserves to be spent next year.*

Question from one of the student members: what amount of money is set aside for the student council?

Answer: *it's not mentioned in the "begroting", but some of the posts are related to students. In the NPO-plan it is mentioned that there's money set aside for the student council.*

9) School personnel plan, second half 2021-2022 (right of consent on the mail outline)

"bevoegd gezag" increased the number of members in the management team from six to seven members while keeping the amount of FTE's the same.

Question from the MR: what will the responsibilities of the student support coordinator be, once he's in the school management team?

Answer: *the school is growing. What is necessary in a school of this size is a professional student support team + students administration + support new colleagues. The student support team is growing, it's becoming too big to have a direct line of communication from "bevoegd gezag" to the different members of the support team. That's why there's a need for a team leader in the school support team. It's common in schools that the student support coordinator is part of the school management team.*

"Bevoegd gezag" answered the question regarding his replacement through email. He refers to this answer. We can discuss this more extensively in a future meeting.

Rector leaves the meeting (17.30)

The MR makes the following decisions on the discussed topics. All decisions were unanimous.

- The MR gives a positive advice on "DENISE begroting 2022";
- The MR gives a positive advice on "DENISE specificatie begroting 2022";
- The PMR gives consent on "DENISE formatie 2021-2022 - 2e helft";

- The PMR gives a positive advice on "Ondersteuningscoördinator lid schoolleiding".

10) OIOT (other issues or topics):

MR parent member: kids don't get their tests back. They sometimes need to keep it in class, parents can't see what the kids produced. Is it school policy? We will ask this question.

In the past there wasn't any budget for a costly flood detection system in the school. Would it be possible to some of the NPO funds to get this system now?

11) Round of questions

12) End (18.00)

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## Notulen MR meeting 7 February 2022

- 1) Opening (16.00)
  - Present: Chairman, 2 staff members PO, 2 students, 2 parents, staff member OOP
- 2) Confirming the agenda
  - Added the AB-protocol
- 3) Confirming the minutes of the December meeting
  - Chairman made a shared folder for the MR-documents. Chairman shared the folder with all the current MR-members.
  - Minutes are confirmed.
- 4) Updates on
  - Anti-bullying protocol
    - i) Chairman presents the current anti-bullying protocol (anti-pest protocol)
    - ii) MR wants to ask authority to update the AB-protocol. It's too basic at the moment. It's more focussed on Primary. For secondary you need more concrete steps (for students being bullied, but also for bullies). Instead of stop and think, we can have more concrete steps, so the person in question feels safe. We want to provide a document that's more helpful when bullying takes place.
    - iii) Who are the people involved in the AB-protocol? If that's clear students know who to turn to.
    - iv) Authority is willing to update the current AB-protocol. So there's room for improvement.
    - v) There's a separate work document with suggestions for the new AB-protocol. It's still in a development stage (Chairman and parent(s) are working on it).
    - vi) In addition: where does the involvement of school ends in regard to cyber-bullying? Is it a shared responsibility?  
*'Teachers are unable to control it, but as a school we can educate students on this topic.'*  
A protocol on online-bullying needs to be implemented in the new AB-protocol.
  - De Emmer (bulletin for colleagues)
    - i) Chairman shows the MR News Bulletin (*De Emmer*) and shares the document with all MR-members.
    - ii) This bulletin is being used to inform our constituencies.
    - iii) In the bulletin students write about the Student Council.

- Parent (and student members) for the GMR
    - i) There are a few chairs available in the GMR for both parents (PO&VO) and students (VO).
  - Meeting schedule 2022-2023
    - i) Chairman wrote a concept meeting schedule for the coming year.
    - ii) It complies with the current *Jaarplanning*, but still needs some tweaking when the new *Jaarplanning* is in place.
  - Nieuwe vertrouwenspersonen (Collegial (mental) support)
    - i) The new *vertrouwenspersoon* will be presented by Luc shortly.
  - Organizing a presentation about the CAO for colleagues
    - i) Chairman wants to make the CAO clear, also for the international colleagues.
  - Adaptation regulations MR
    - i) This topic will be put on the agenda for the next meeting.
  - Elections in May (for students)
    - i) This topic will be put on the agenda for the next meeting.
  - Correspondence
    - i) Inspectierapport Esprit / brief (see mail Luc)
      - (1) Authority sends us an email with the inspection report. We're not being measured by the same protocols as other schools, since we do things differently at DENISE.
      - (2) MR-members read the report, but it's an extensive document and some topics need clarification.
      - (3) MR will pose questions to authority in regard to the report.
- 5) Formulating goals for 2022 (based on self assessment and other updates)
- Chairman created a self assessment which was filled in by MR-members. The results (in summary) are:
    - i) Amount of meetings: mostly good
    - ii) Receiving information on time: mostly good
    - iii) Communicating information: mostly good
    - iv) Accurate minutes (notes): mostly good/outstanding
    - v) Decisionmaking: mostly good
    - vi) Open communication: mostly good/outstanding
    - vii) Visits leadership: mostly good (45 minutes and plan more meetings with authority)
    - viii) Asking appropriate questions: mostly good (MR needs to be more informed and can be more of a critical friend)
    - ix) Effectiveness Chairman: mostly good/outstanding
    - x) MR-course: needs improvement/mostly good (there are more courses available in which we can partake)
    - xi) Goals 2022:



- (1) Mental health safety
- (2) Collaboration between parents and school
- (3) NPO funds
- (4) Preventing exodus of teachers
- (5) MR-reglement adaptation
- (6) Professionalizing
- (7) Communicating with constituents
- (8) Normalization from Covid-19
- (9) Making the MR more visible
- xii) Strengths: feeling as one, transparent
- xiii) Weaknesses: prioritize, inexperienced, time management, PO/VO-split, Understanding of DENISE as a school, effects of corona

6) Formulating a request to leadership to update the bullying protocol / pestprotocol

- o See point 4 (AB-protocol)

7) Discuss check on absence protocols (parent)

*Currently*

- o There is no difference between being late and skipping class
- o There is no connection between action and consequence (cleaning)
- o No different consequences between age groups

Addition from Anna: There has been a meeting with members of the MR (1 parent, 2 students, 1 VO teacher), Havo-co, IMYC team leader and Support team leader, evaluating the effectiveness of the current absence protocol. Everyone agreed that there is a need for consequences regarding coming too late and absence, but that the current protocol is not of good quality. Students indicate that they appreciate the consequences, since it gave structure to them. Parent also appreciated consequences. Havo coordinator indicated that skipping class seems normal to HAVO students, and that this behaviour has been created in the onderbouw. Therefore it should not be considered normal for students to come to school whenever they feel like it. It should be clear that they are expected at school. VO teacher indicated that consequences should not be considered a punishment but a sign of caring: the school cares when students are not there. Also, the current system is a heavy administrative duty for mentors. How can we make it simpler? Think through who can do what (role for OOP). VO teacher proposes that input from VO teachers can be very valuable: consider discussing the topic in the team meetings.

*The following conclusions have been drawn:*

- i) There should be a different consequence for being too late and skipping class. The amount of time missed should be included in the measure taken.
- ii) There was a preference in the group to have a "lik-op-stuk" beleid: once too late → next day earlier at school (or any other measure chosen).
- iii) Cleaning the school is now considered a punishment while it should have a positive connotation. Parent indicated that it should not be used as a consequence. Also Havo-co indicated that students were wearing special vests and thus felt publicly humiliated since arriving students can see them.
- iv) Now it is possible for a student to skip class twice a week or come late twice a week. This is way too lenient. It should be reduced to rather max three times too late/skipping class per period.

- v) Idea of rewarding students who have never been late/absent in a period, by handing out little gifts. Positive rewarding combined with consequences.
- vi) Perhaps there should be a difference between age groups (onderbouw/bovenbouw)

Jeffrey and the team leaders will come up with a new proposal and will share this first with the evaluation group before introducing it in the school

8) Discuss check on test protocols (parent)

- Students always get their test back
- Time limit on when they get their test back
- Bringing the test home, so parents have an insight the progress of the student
- Chairman says authority is open for improvement on this topic

9) Update van de GMR (Chairman)

- Send to the MR-members through email

10) Update from parents / ouderraad (parent)

- Nothing new
- Talk with authority about parent association.

11) Update from students / student council (student)

- After school clubs will be starting soon (before break)
- There are more ideas for new clubs (chess for example)
- Organizing Valentine's Day

12) WVTTK /// OIOT (other issues or topics)

- Student asked about information about a weekly corona update. An update is not advised since the school has to take privacy into account.
- For the sports club the students need a teacher to keep an eye on the students in the gymnasium.

13) Closing (18.05)

- Next meeting will be 4th of April
-

# Notulen MR-vergadering

23 mei 2022

Present: Estevan, Anna, Jordy, Sofia, Vera, Thomas, Aaron & Eki

Online: Yuli, Sarah, Julie, Nick

Absent:

## Opening (16.35)

### 1. Vaststellen agenda - queries for Luc added

Agenda has been set.

### 2. Accorderen notulen (see drive) - agreed upon.

Minutes of the last meeting have been approved.

### 3. Mondelinge informatie / Updates over

#### ○ GMR-lid PO (parent)

- Chairman mentions that a parent has come forward who is interested in joining the GMR. The parent first wants to see what the activities entail, before a final choice is made to participate for a longer period of time. To be continued.

#### ○ Professionalization

- There is a need to further professionalize the VMR. An English-taught course is being considered.

#### ○ VMR-reglement

- Changing the VMR regulations. Two thirds of the number of members of the VMR must give permission to change the VMR regulations.
- According to the law, an MR must consist of a minimum of 4 members or a multiplication of that (4, 8, 12 etc.). For now, the VMR consists of 10 members (2 staff members and 2 parents for primary & 3 staff members, 2 students and 1 parent for secondary).
- The term for any MR-member is three years. When a departing MR member is replaced by a new member, the new member automatically takes over the remaining term of the departing member.
- The chairman asks for opinions on changing the VMR regulations.
- Suggestion: new members will be elected for three years. Chairman will talk to authorized authority about these changes.

#### ○ Queries for Luc

- Document created with questions for competent authority.

### 4. Installeren nieuw MR-PO-lid (Vera Laan, 2 students)

- Two students will join the MR. One student is in group 11 and the other is a 13i student. Both members are looking forward to this new chapter in their school careers.
- One teacher will replace a MR-member who is leaving at the end of the school year. The new member is already a member of the GMR.

5. **Update van de GMR (Estevan)**
  6. **Update van de ouder / ouderraad**
  7. **Update van de leerling / leerlingenraad**
  8. **Taking leave of Sofia, Stefano and Jordy (17.30)**
  9. **WVTTK**
  10. **Rondvraag**
  11. **Afsluiting (18.30)**
-

## Maandag 20 juni PMR vergadering met Luc

Aanwezig: 2 VO teachers, 1 PO teacher, Principal

Later: OOP VO and PO teacher

16.11 uur: Opening

### 1. Formatieplan 2022-2023

- Rector geeft uitleg hoe NPO gelden zich verhouden tot de begroting.
- Vraag: hoeveel fte is PO en hoeveel VO?
  - Luc laat zien hoeveel fte er nu extra aangetrokken kan worden met de NPO gelden.
- Vragen VO docent over groep 12i - beantwoord. Nieuwe profielkeuze in groep 12.
- Takenplaatje: Rector wil taakbriefje direct met medewerker kunnen bespreken en wil niet dat het een eigen leven gaat leiden. Wil achterliggende motivatie horen en geen ruis. Vraag Vera: als iemand boven aantal uren zit, benader je die dan actief? Rector zegt: ja.

### 2. Mondelinge toelichting over BOOT

Doorgaan met BOOT of niet?

Eerst profielen per schaal helder hebben, dan beslissen wat de methodiek.

DOT

Meer behoefte aan (mini-)interviews per vakgroep.

### 3. Vragen van de PMR over:

- [adviesrecht rooster](#) → Roostermaker. Rector stelt voor: advies op hoofdlijnen, een paar stappen eerder. Hoe kunnen wij het organiseren om advies te kunnen geven.
- [verstoring gedrag](#) (2) → Uitgesteld naar volgende PMR-vergadering
- [verzuimbeleid](#) → Uitgesteld naar MR-vergadering
- [invaluren](#) → Rector is mee eens: ad-hoc zoals nu is niet goed. Invaluren inplannen ziet Rector niet zitten. Rector stelt voor: onderwijsassistent.
- [taakoverzicht/inzet docenten](#) → zie punt 1.
- [Inzet MR-leden](#) → Uitgesteld naar MR-vergadering

**Notulen MR-vergadering  
4 July 2022**

Present: MR chairman, MR secretary, VO-representative, 2 PO parents, 2 VO students.

Later: PO representative

Absent: PO representative, VO parent

All the documents can be reviewed here. Sorry for the late notification. The meeting has been condensed to 1,5 hours starting from 16.15 to 17.45.

**1) Opening (16.15) the meeting will be online but can be joined online.**

Rector joins the meeting (16.30)

**2) NPO (right of consent)**

16.30-17.15 uur: Principal explains the NPO plan. Questions of MR members are answered. MR consents unanimously with the NPO plan 2022-23.

**3) Update on anti-bullying protocol** → next MR meeting

**4) Update on “verzuimbeleid”** → partly addressed but not agreed/advised upon.

5) Review of questions asked during the PMR meeting of 20 June (see folder in drive) (optional and questions can be postponed by Luc/MR until the next meeting) → next MR meeting

Rector leaves the meeting (17.30)

6) Rondvraag

7) Afsluiting (17.45)