Notes from the Secondary Class Delegates' Meeting
10/12/2019 – 18:30 – 20:00

The school was represented by:

- Mr. Per Frithiofson - Director
- Ms. Lene Soekov - Deputy Director for Secondary

The APEEEL2 was represented by:

- André Schmutz – APEEEL2 President
- Claudia Lange-Tramoni – APEEEL2 Vice-President for Secondary
- Delphine Ballaguy – Secrétaire Générale

Since 2016, APEEEL2 has been facilitating meetings with the School Management and Parents Class Delegates in order to share & discuss any topics important for the parents.
You will find enclosed notes from the last meeting with the Secondary Class Delegates.
If you have any questions & remarks, please contact APEEEL2: office@apeeel2.lu
Due to time constraints regarding the availability of the school management, some questions had to be gathered and summarized. Some could even not be presented at the meeting.

There were 3 main topics: School life / Exams-Tests / Pedagogy

I/ School life

A – School life - Communication

a - Support to new teachers still needs to be improved

New teachers have several possibilities to raise their questions with the subject coordinator, the cycle coordinator and during regular and monthly meetings with the Deputy Director (new procedure). We try to do our best. We can always improve if there are specific topics to be improved. If a teacher is "parachuted" in the European School, he needs to make efforts to understand how it works and to adapt but we know that it can take around 2 years to adapt to the system. Teachers have to learn by doing.

How relevant it is to allocate a S7 class to a new teacher?

The school avoids this but on exceptional basis, it can be the last way out. When we foresee a situation where a teacher will leave a S7 class, we ask for prolongation but then these decisions are not in our hands.

b – Use of SMS

- **The way it is used by teachers should be coherent (training?)**

  We have trainings for the teachers of course. They have received written & oral instructions. If parents are not happy with the use of SMS by a teacher, we recommend them to tell it directly to the teacher.

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- Possibility to have teachers' absences in SMS

To provide parents with teacher's absences in SMS require an interface which doesn't exist yet for parents or students. Our IT is looking for it as the information is in the system. Interfaces are different for students, parents and the School and the system is complex.

Other questions:

Can we have the name of the" Conseiller" for each class available on the front page of SMS? We will see if we can add it.

Do the teachers need to put in SMS what needs to be reviewed for the test? Normally it is under the responsibility of the teachers.

What are the Information teachers have to fill in SMS?

- Pupils presence
- Topics covered
- Homework – Assignments
- Marks / Grade

c - Communication is missing

- On school projects such as green class rep for example

Concerning the project to have green class rep in each class, it has been communicated in classes during the Parents-Principal Teacher meetings at the beginning of the year. A document has been sent to parents following the meeting by the Principal Teacher; and the School sent also the communication.

However, the communication was not available for parents or pupils before pupils' election for these posts which were organized the first day at school?

This is a new project for this school year and communication will be improved for next school year.

- On school life (example: missing teacher in S7…)

Concerning, the missing teacher, it concerns the Italian section. It is not a missing teacher but a teacher who has retired since 01 September 2019. A seconded teacher has been promised 3 weeks after the rentrée but Italy doesn't provide any information. We just got some information on a potential teacher (Beginning of December) but we don't have any detailed information.

We can improve communication but in cases we have only "possible solutions" or if it is not clear, we prefer not to communicate.

Suggestion from a parent: When you don't have any information, please inform parents that you don't have any information.

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B/ School life: School access and School trips

a - School Access: Update on the discussions with MDDI about the new bus lane project to better access our school

André Schmutz: We have been invited requested a meeting with MDDI (Ministry responsible for transport and infrastructures in Luxembourg). We got the information that the pre-project has been approved by the Minister. The pre-project consists on adding a new bus lane between the roundabout and the bus platforms at school as well as a new direct way-out for buses from the roundabout to the Route d'Arlon. For the moment, there is still an ongoing archeological study on site as well as an ecological study. MDDI foresees a start of the works for next summer. APEEEL2 asked for small modifications in the project to optimize it but we don't know yet whether this will be accepted. APEEEL2 also asked for a date where MDDI can present the full project with a precise calendar to the whole school community. Mr Schmutz invites all parents to read regularly our FlashNews which will give more details on the project.

M. Frithiofson adds that even if we are expecting some positive results regarding the access for buses, we also know that works will last several months. The cost will also be less parking places and less places for "kiss and go".

b School trips :

- **Will the Latin trip be maintained in S5 as there has not been confirmation yet and we are in December?**

Why it shouldn't be? We have no information that the Latin trip will not be organized. Please contact the teachers.

- **How can the school encourage and support teachers to organize days trips, excursions…?**

We don't work against school trips. When we started to implement the regulations, which were already in place, it was difficult as those regulations were not followed before.

- **Parents have the impression that there are less trips due to new regulations issued by the school management. Trip to Auschwitz or to the Stock Exchange in Frankfurt used to be standard trips in Lux2, why are they still possible in Lux1?**

Concerning the Auschwitz trip: It used to be organized by M. Walter for 5 consecutive years. Last year, he said that for personal reasons he won't organise it during the year. And he also said that going there was tough for him. Mr Frithiofson or Mrs Soekov even offered to go with him there with the students but he finally refused, and we have to respect this.

If parents have questions on trips which are not compulsory trips, it has to be seen and discussed with the teacher. They are not organized by the School.
It is important to remind that we are not against the School trip; we think it is part of the development of the students. We have never said "No" to any trip. It's up to the teachers to present good ideas and good proposals. When this is the case, we always support the trip.

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Parents really have the impression that the fact teachers have to find substitute teachers themselves to cover the lessons they will miss when they are on a school trip discourages teachers to organise any trip.
We have a replacement policy in our school to cover the class in case of emergency (teachers sick for e.g.). There are 3 or 4 teachers on standby for each period to cover absences. If we have free teachers available, they can replace teachers in case of trips. But when we have 3 sick teachers, we give priority to replace a sick teacher.
Teachers leaving for non-compulsory school trips have to provide a proposal to the school management for replacement teachers. Sure the teachers planning the trips have to inform their colleagues and get their agreement to replace the colleagues.
Teachers are also encouraged to cooperate and go on trips with several groups as then the replacement of the staff on trips is easier. Several trips have already gone bearing this recommendation in mind.

Are locally recruited teachers (LRT) paid for replacement lessons?
LRT can't be paid for extra hours. The school doesn't have any budget to pay those extra-hours. They are not paid for replacement during the non-compulsory school trips. A lesson cannot be paid double. That is not foreseen in our budget.

C/ School life – Health & Safety

a - Drug awareness:

- **Could you please remind what is currently organized in the school? For who? When?**

They are 2 regular programs (Prevention workshops about alcohol, tobacco and drugs) in the school: one for S3 and one for S4.

- **What can the school do more?**

We are working on a specific program with Lux I on drugs. More information will be provided to parents when it will be more concrete.

- **Electronic cigarettes: what have been the concrete consequences for pupils involved in this matter last year?**

In this case, there was no selling but only exchange of cigarettes, it was not a regular selling. Sanctions have been given to these pupils but Mr Frithiofson doesn't usually comment on sanctions which were given.

b - Violence & Anti-bullying:

- **Can the police be called at school for verbal & physical aggression?** Yes, but it has not been done.
- **Parents have the impression that bad behaviors are not punished?** They are wrong. All known cases are managed by the school. If parents are worried about specific case of bad behaviors, they need to inform the advisers/management about the cases. Please talk to the Teachers, Advisors, the school psychologist, us…

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- **Possibility to add « mental health » to the medical check?** No, it is not possible. We don't have the expertise for that. The medical check is only a scan to check the physical health.

c - Miscellaneous

- **Safety measures for students and teachers should be improved for lab experiments.** All scientific teachers are responsible for the lab / materials. They have procedures which are strict. But improvements can always be done. The issue is not that the Health and Safety are not followed, but accidents might occur.
- **Too many toilets are closed / Soap dispensers are often empty:** Concerning the soap dispensers, this question will be transferred to the technicians. Concerning the toilets, some have been vandalized and they are closed on purpose until they are fixed or cleaned. As you know, there are no cameras in the toilets so any investigation can be done to know who have done what in the toilets.
- **For some subjects, pupils have to leave their things in the class (files, books…) but unfortunately some class books have disappeared.** We are not aware about it. But it happens that teenagers forget where they have put their books. Did the pupils go through all classes and shelves? M. Frithiofson: If we want to work on specific issues like this, we need more details. E.g.: which book? In which language? In which teacher's room.
  APEEEL2 answers that all details have been already sent to Mrs Soekov with the list of questions.

19:30 - Mr Frithiofson is leaving the meeting as he can't stay any longer. Mrs Soekov informs that she has to leave at 20:00

II/ Exams / Tests

A - Long tests calendar

- **Calendar not always respected by teachers:** It can be excused if the teacher has been ill. But if it for other reasons, we need more explanations. Parents have to contact the teacher.

- **Calendar not always adapted (not enough material in some topics) and could there be more flexibility especially at the beginning of the year?**
  Test calendar have been implemented to balance the workload for pupils and avoid too many long tests at the same time.

- **Is the number of tests regulated?** Yes. The calendar for S1-S3 is a formal one and is regulated inside the school. For subjects with 5 periods, there is a possibility for the teacher to organise a 3rd optional test (in L1 / Maths).

Mrs Soekov presents how tests and exams are regulated
In general, B marks are regulated centrally.
S4 to S7: there are 2 A tests per semester. It is more flexible than for the B mark.

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S4: 2 B tests.
There is a working group in Brussels who is currently working on tests from S4 to S6. The next calendar will be based on the work of the working group. For the A marks, there is more flexibility, it can be the pupil participation in class, short tests, projects and activities in class but always using attainment descriptors and competences.
S1 to S3: only 1 mark (no A or B mark); 2 long tests per semester is a good solution.

Long tests organization when the teacher is absent
There are 2 solutions:
- Test is postponed.
- The replacement teacher can handle the supervision of the test.

Compo exams in S6: **Why the number of exams has increased compared to previous years? Last year, there were no compo in option with 2 periods (Bio, Geography, History 2). It is the case this year.**
Short and long exams need to be harmonized in S7 and it is strongly recommended in S6. Last year, teachers organized 2 short examinations of 45 minutes in Semester 1 and Semester 2. As we are working with an objective of more harmonization, they moved to harmonizing the short exams (2 periods). It is now a short examination (90 min) that should be harmonized across languages.
APEEEL2: we regret to not have been informed by this change earlier and we would have appreciated to discuss this modification at the Education Council with teachers' representatives. It represents a big change in the workload for students who now have much more lessons to revise in S6 than in S7 for example. APEEEL2 would like these 3 exams to be organized at a different period like it is done for S7.

B - Prebac and Bac exams

- Advantages of the new scanner policy?
  We are moving to a more digitalized world. The online corrections provide more advantages. Teachers can all start corrections at the same time and one of the advantages is the increase of harmonisation. It changes a lot for the staff but not for pupils.
  Using the scanner policy for pre-bacs is very new. We have not yet communicated it to parents. But we are confident it will be run smoothly. We have 4 people using the platform to upload the documents.
  For the pre-bac in S7, corrections are done by their teachers.

- Possibility to get one period free or 1 day free after the 2P exam No, this is not possible

- Possibility to start the exam a bit later (strikes in France, traffic…) It is very complicated as teachers who are supervising are also teaching during the day.

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- **What is the procedure to have access to the exam paper afterwards?** Document on the Bac regulation are available on the APEEEL2 website in the 3 vehicular languages. Please look at the article 6.3.10. The document name is
    - Arrangements for implementing the regulations for the European Baccalaureate 2020
    - Règlement d'application du règlement du Baccalauréat 2020
    - Durchführungsbestimmungen zur europäischen abiturprüfungsordnung 2020

Possibility to introduce oral exams in secondary (not only for the bac)?
For the moment, it is not possible to organize it. This question should be raised at central level.

Bac equivalence in Hungary? There has been a change in Hungary and the European Bac is not any longer sufficient to enter Hungarian universities?
Mrs Soekov answers she is not informed.
APEEEL2 will investigate on this point and will keep parents informed.

Access to bac exams from previous years (Learning Gateway)?
It is not any more on the learning gateway. S7 pupils have been informed about where to find the information on SharePoint (email sent to the S7 pupils on October 3rd, 2019).
What about S6 students? Could they get access to it?
Question was sent to the BAC Unit. No answer yet. Needs to be checked.

C - Career Guidance

Possibility to create a Career Advisor/Guidance counsellor post? No, we don't have the possibility to create a position. If you have a request, liaise with Interparents in order to ask at Brussels for such positions.

Excellent feedback about the guidance session organized in S5 but one session is not enough
This question was not answered at the meeting for lack of time.
Written answer from Mrs Soekov:
Good feedback is always welcome. I am going to forward the question to our career guidance team. The career coordinators are working according to the policy of career guidance of ES. The number of sessions is foreseen in the policy. One session is really foreseen.

Why only S6 pupils had the possibility to attend the Students Fair? What about S5?
This question was not answered at the meeting for lack of time.
Written answer from Mrs Soekov:
To be discussed with the team of career guidance. Decision has to be made for the next year.

Why the list of Bac options is sent so late in S5?
This question was not answered at the meeting for lack of time.
Written answer from Mrs Soekov:

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- It is sent at the same time every year. As the options do not change much from year to year, the document AIREB
- (Arrangements for implementing the regulations for the European Baccalaureate 2020
- Règlement d'application du règlement du Baccalauréat 2020
- Durchführungsbestimmungen zur europäischen abiturprüfungsordnung 2020)

could be consulted which is available on the webpage of the European Schools. It is also possible to check the Option Booklet for S6-S7 available on our webpage.

III/ Pedagogy

Teachers recruitment: Update on the critical situation of DE teachers

- We don't have more information to provide, the situation remains the same.

Class allocation:

- **Possibility to have a rotation in teachers to avoid a pupil to have the same L2 or L3 teacher for 5 consecutive years?**
  We try as much as we can to have a continuity within the cycle S1-S3 or S4-S5 or S6-S7. Mrs Soekov wishes to have continuity from S1 to S5 so the teachers can be responsible for the pupils language levels.
- **Can the school avoid that teachers coming from universities teach to S1-S2 pupils?**
  No we can't.

Teachers pedagogy

- **Can we expect that the level of teaching quality providing by a teacher when he's evaluated is in place the whole school year?** I guess so.

- **Can the school remind teachers to avoid collective punishments?** What is the school position on collective punishments? I need more information. It is a specific question.

- **Is there a conduct code for teachers (integrity, neutrality, data protection…)? Is this code available for parents?** The School Policy is available on the website.

- **How teachers can be trained to prepare learning programs for pupils with learning disabilities?** It is a difficult question. We have to adapt but we don't have so much time during the year for training. There is one pedagogical day per year where specific trainings can be organized. During the last 2 years, we spent it on New Marking Scale but this year we could have it on different aspects.

20:10 Mrs Soekov has to leave the meeting.

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The remaining questions will be answered by written

L2 / L3: Possibility to re-introduce group levels for L2 classes in S1/S2?
Right now, we are not planning to do that.

Sciences options: Can Physics 2 or Chemistry 2 be introduced in S6/S7? Or integrated sciences? Why only Bio2 is available?
No, they cannot. The question has to be raised at the system level.

Harmonization
- **Why there are some schoolbooks with the European syllabus in some languages and not in all sections? Can we have an Intermath manuel for Secondary?**

That is again a question to be raised on the system level.

- **Could the teachers work more together and share their teaching material as the syllabus is common to all sections**

That is the aspect we are working towards, the harmonization of the tests/examinations/planning serves that aim.

- **Can the bac results per topic and per section be available for all parents?**

The BAC results are available on the website of the European Schools.

- **Language of the lesson: Is it possible that arts & music are thought in a language which is not taught to the pupils? In that case, can teachers be asked to not provide written questions at tests?**

The language of tuition of those subjects can be one of the three vehicular languages.

IV. Questions for APEEEL2

Why has the APEEEL2 taken over "Merite Jeunesse" this year? to the 220-270€ fee, an extra 50€ as member of the apeeel2 must be added.

We have an issue in Lux2 as we don't have any longer Merite Jeunesse Lux2 trained teachers to run the Merite Jeunesse activities. As APEEEL2 considers MJ as a high added-value activity for our secondary students, we did our best to continue to have MJ in Lux2. For administrative constraints, the school was not able to recruit someone from the outside so APEEEL2 did it. APEEEL2 has to report on parents the costs it generates. MJ creates also some additional tasks for our staff as any other periscolaire activity. In our internal rules, parents have to be members of our association to benefit from the activities we offer so it also applies to Merite Jeunesse.

General proposal for the organisation of the meeting: S1 to S3 / S4 parents have naturally different concerns compared with S4 to S7 parents (this is clear from last year meeting notes) – can the meeting be split in two? It should not prevent parents who wish to attempt the full meeting to do so, but it would give a greater flexibility to some of us.

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In the past, there was only one single meeting for all class reps (from the 3 cycles Nursery/Primary/Secondary). Since a few years, we split into 2 different evenings. In terms of organization, this is not so easy to organise as APEEEL2 representatives and school management have already many meetings at evenings. In addition, we consider also important that class reps from S1-S3 also know issues met by S6-S7 parents.

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