

## **Medezeggenschapraad – Harbour International**

### **Annual report School year 2024-2025**

This annual report is a summary of the activities of the MR for the year 2024-2025. It also lays out our ambitions for next school year.

#### **Who are we?**

The MR is currently composed of 3 staff members and 3 parents.

Current members are:

- To represent staff: Katia Beren Taylan, Sylvia Weelen and Veronique Zancarini Yasaka
- To represent parents: Diana Oganessian, Kunal Chopra and Udaya Malla.

This year, the MR staff representatives were operational for their second year. On the parent side, only Diana was a new member. The running of the MR was thus smoother, as we were more confident in our roles and more familiar with the various regulations from the WMS.

#### **What is our role?**

In one line, we were nominated/elected to represent other staff members and parents. We work hand in hand with management to ensure the voice of the whole community is heard. Depending on the topic discussed, we have a duty of consent or advice. The MR also has the right of initiative. A more detailed explanation of our role is available on our website: MR page from Harbour International

<https://www.harbourinternational.nl/our-school/mr-medezeggenschapsraad/>

#### **How do we carry out our role?**

We meet regularly (approximately once a month). We follow a yearly schedule and receive information from management that we then discuss. The MR has also the right to make proposals (on behalf of the people they represent). Our director (Barbera Everaars) and Interim Head of School (Jesse Bywater) are regularly present in part of these meetings (consultation parts) to share information and discuss further when necessary. We can also invite other members of staff when discussing particular items.

The following is a summary of the activities and actions our MR has done this year:

## **MR main activities 2024-2025**

### Official documents and regulations:

- Restored parity in MR and elected 1 parent representative
- Established general MR rules and internal house rules
- Established communication plan for MR
- Established timeline for documents and deadlines for working with school management

### Initiative role: proposals/recommendations

- Facilitated establishment of schoolwide homework guidelines
- Facilitated establishment of guidelines for the non-negotiables for Seesaw sharing of what is being learned
- Initiated improvement in traffic safety in front of school and organised with external parties (and student council) a two-phased safety campaign aimed at developing the awareness of our community and reducing double parking and dangerous behavior at drop off and pick up time
- Revisited the birthday celebration policy (at the request of parents from the school) and established via research that a revision is not currently necessary and that the current policy fulfils its role (but that gentle reminders about limiting the amount of sweets in party bags would be useful).
- Addressed questions from parents about the transition from Harbour Intl to the RISS and what our school is doing to ensure that our children are ready when transitioning to secondary school (the summary is a work in progress)
- Initiated a discussion with the technology teacher about the current policy/protocol for the usage of screens during school time
- Invited safeguarding lead, pastoral lead so that they can explain their role to parent representatives

### Monitoring: general MR duties and monitoring (advice and approval)

- Advised on school plan to reflect what was decided by staff. Ensured legal requirements are met and:
  - Monitored trials for T4W and SoundsWrite and ensure they are timelined
  - Approved said plan
- Approved Basic Skills subsidy
- Advised management on a step-by-step increase of school fees
- Advised management on school budget, taking into account current trends (number of admissions...)
- Monitored the creation of the new Workload Distribution document for next school year (work in progress - the final document is not expected to be approved before the beginning of next school year)
  - Provided advice and ensured non-negotiables are included in the new document

- Initiated discussion about overhead time factor and about ensuring a fairer distribution of non-teaching and other tasks
- Advised on year plan 2025-2026
- Improved the school guide 2025-2026 to ensure it meets the new legal requirements (changes to SOP regulations, new requirements on information, etc).

Other:

- Established contact with GMR and got clarification on the role of the GMR and interaction between our MR and the GMR
- Established contact with the MR from the RISS and from Harbour Bilingual
- Increased our use of OVV hotline to answer specific questions about regulations or interpretation of these regulations
- Improved our knowledge on the duties and functions of the MR
  - Various courses (including Budget and MR Participation) were followed by different staff representatives, all designed to ensure a better understanding of the MR regulations and better decision-making when necessary
- Increased contact with our base
  - Staff: more frequent and ample communication, with the constant focus on ensuring the voice of the staff is heard
  - Parents: creating more visibility via QR-code on bulletin boards and regular posting of minutes and agendas on the website

Ambitions detailed last year that were not achieved (refer to Annual report 2024-2025):

- MR staff representatives to have a proper English translation of the CAO (partly addressed only)
- Revisit healthy school protocol to ensure consistency (did only for birthday celebration policy)

***Ambitions for next school year 2025-2026:***

In addition to the MR standard duties (advice or consent), it is our intention to:

- Recruit new parent representative to replace the leaving parent
- Follow more specific courses to further deepen MR knowledge
- Develop further the Workload Distribution document and ensuring all staff members are involved in the process. At the end of the year, revisiting the previous year's document and improve if deemed necessary
- Oversee curriculum trial assessments and monitor feedback (T4W and Sounds Write), ensuring staff is on board and that feedback is taken into account.
- Monitor school budget and further advise, with the aim of restoring break even point
- Organise a second campaign for traffic safety
- Further increase visibility of MR
- work on improving the MR's base's understanding of its role
- Increase transparency of the MR activities

- Discuss with management the possibility of allocating certain budgets (such as library...)