

ELEMENTARY SCHOOL TEACHER „DIENSTBESPRECHUNG“ / INFORMATIONAL STAFF  
MEETING, MARCH 6, 2019

The Elementary School teachers convened for an informational meeting concerning various topics. The items discussed will be voted on at the full faculty meeting, which will take place on April 10<sup>th</sup>.

1. 10 Minute Homeroom

Ten minutes time is currently provided after 6<sup>th</sup> hour (13:10-13:20) to address homeroom issues. There is a proposal to move the 10 minute Homeroom to immediately after the lunch period in order to provide an opportunity for the class to discuss any issues or arguments that have occurred on the playground during recess.

The new period would then take place from 12:20 to 12:30. This would also have a slight impact on the EC – 2<sup>nd</sup> graders. The end of their school day would subsequently be moved back to 13:20.

It was noted that the 10 Minute Homeroom period used to be immediately after lunch many years ago, but was changed in order for the ES schedule to coincide more closely with that of the HS. This was done so that the schedules align better for teachers and jointly used schoolrooms, specifically the Sport Hall. Some teachers teach on both levels and of course the gymnasium needs to be used by all school children.

2. VHG Stunden (Verlässliche Halbtags Grundschule = reliable half day Elementary School)

The Hort administration reported that they currently supply more Erzieher time during school hours than are required by law. 289 hours are provided currently per week and the amount suggested by law is 222.

The hours are mainly focused on help in the lower elementary classrooms (EC & 1<sup>st</sup>). Teachers should discuss in which grade levels the hours should be used in the future. They should currently focus on the 222 hours of time as per the law. The Friendship Center hopes to also be able to offer the additional hours next school year. As Erzieher contracts may need to be changed due to this shift within the grade levels, the Hort administration is requesting this information by April. The teachers will have discussions within their grade levels and provide feedback to the extended school administration.

3. School Rules

The ES faculty (teachers and Hort Erzieher) has prepared a unified set of rules for the ES children. The current draft is short and simple. The rules are positive agreements rather than “NO” or “Do Not” rules. The lower ES (EC-2) rules might differ slightly in order to make them more age appropriate. Some changes were discussed during the meeting.

It was suggested that the student council also be involved in this process. After the rules are voted into power (April 10<sup>th</sup>), they should be available on the website.

4. Project or Thematic Unit

The teachers are discussing a project based learning unit for one or more days. There was a small survey and most teachers would like all students, teacher and grades to participate on the same theme at the same time. Possible themes could be health, Berlin, European elections/Europabildung, bullying (background and how to change behavior).

Further discussion needs to take place concerning the details: which theme, when, for just one day or more, will the teachers remain with their own class, how will subject teachers be involved ,etc. The biggest decision to make is if the thematic unit will take place this school year or next.

The guidance councilor added that a bullying workshop is being planned which will include all students EC – 12th grade.

5. Miscellaneous

There is a teacher representative position available on the SK as Heather Rising has left the school. The alternate, Andrew Rockenstein, will take the position as main for the upcoming SK meeting and a new rep will be elected at the Faculty meeting on April 10<sup>th</sup>.

Minutes submitted by Kristen Winkler