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**Attendance:**

Management/Administration: -  
PTA Committee: Khaled, Birgitte, Karolina  
Teachers/Coordinators: 2  
Parents: 22

**Welcome by Karolina (meeting started at 08.30)**

**Upcoming PTA Events - Hakan Kurt, Karolina MacAulay**

ISH Career Fair, Wednesday, November 21. Maths teacher and College Counselor Dr Hakan Kurt talked about the ISH Career Fair for MYP5, DP1 and DP2 students on November 21. He is looking for parents that would like to share the experiences in their profession/ area of expertise with the students. You can read more about the event on page 7 in the school's [September newsletter](#). If you would like to sign up as an expert at the fair, please do so via this form: <https://goo.gl/cjtY3u>.

PYP Halloween Party, October 31. In previous years, PTA has worked with the ASCP to organize this fun event which is held in the afternoon on Wednesday, October 31. PTA's main responsibility has been to organize a food sale at the party. We will be looking for volunteers that want to bake/cook for the food sale and help out during the party and with the clean-up after the party. More information (including a volunteer sign-up list) will be sent out via ManageBac.

PYP Festival of Lights, November 27

Last year, the PTA organized a "hygge" with food and drinks after this PYP performance. We will talk more about this event at the next PTA meeting.

**Restroom cleanliness - - Karolina MacAulay**

This topic was requested at the last PTA meeting. Last school year, several teachers, students and parents reported issues with the cleanliness of the school toilets. Karolina first shared what the school has done/is planning to do in response to this:

- A "toilet task force" consisting of members of the school leadership team was created in spring 2018.
- All school toilets were surveyed by this team at different times of the day in spring 2018.
  
- Action plan for this school year
  - First step: education. There will be a "Hygiene week" in both PYP and MYP/DP this year where teacher students focus extra on hygiene, including how to use the toilets in a hygienic manner. Information, posters and videos will be shared with students and parents (especially in PYP) during this week.

- There will be regular toilet surveys by the “toilet task force” team to follow up.
- At the moment, all toilets are cleaned twice a day (midday and in the afternoon after school) The school will evaluate if the toilets must be cleaned more often.

Several ideas came up during the meeting:

- New Doors (better quality, easier to open and lock)
- Separate boys and girls rooms
- Wipers to clean toilets- chemical hygienic wipes.
- Hand washing basin room, separate from the toilets
- Survey what the specific problems are for each separate bathroom and tackle as needed.

**Plastic Free Friday - PYP4B students**

Three PYP4B students joined us to present their project ‘Plastic Free Friday’. The basic idea that they want to implement is that on Fridays, students and teachers should do their best not to use any disposable plastic containers. The project has just started but the students hope that it will spread throughout the school to MYP/DP and teachers and staff as well.

The students are asking parents to keep this project in mind when preparing their child’s Friday lunch box.

**Recycling at ISH - Karolina**

This topic was requested at the last PTA meeting. There is no recycling at the school at the moment due to an issue with our current waste disposal company. The school is in the process of changing to another company that will dispose of recycled waste properly. We have a team focusing on this issue consisting of two members of the school management team and two teachers. A parent at today's meeting who works in this area also volunteered to join the team.

**The 2018-2019 PTA Committee - Karolina**

This year, there was one candidate for each position on the PTA committee. Two candidates, Birgitte and Khaled, were present and accepted their position at the meeting. The other candidates accepted their positions over email. The 2018-2019 PTA Committee is:

Chair	Mira Bush (PYP2B parent)
Vice Chair	Alana Cookman (PYP1A parent)
Treasurer	Khaled Shaikh (Pre-K 4A parent)
Secretary	Brittany Giametta (MYP2A parent)
Event Coordinator	Birgitte Lassen Rossau (PYP4A parent)

PTA Coordinator	Karolina MacAulay (ISH employee)
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### **PTA Class Parents - Karolina**

We are still looking for class parents for several classes, especially in MYP/DP. Please visit this page for a list showing what classes still need class representatives:

<http://ish.dk/school-life/pta/class-parents/> . If you would like to become a class parent, please talk to your child's teacher or email [pta@ish.dk](mailto:pta@ish.dk).

If you have signed up as a class parent, this is what you should do next:

- Say hello to the homeroom/advisor teacher in your class. Does he/she need help with anything?
- Attend the monthly PTA meetings as often as possible. If there are several class parents in your child's class - try to make sure that at least one parent can attend the meeting.
- Start planning a parent get-together for your class/grade. A parent at the meeting shared what had been done in her class last year.
- Create and maintain a contact list of all the parents in your child's class - we looked at an example where a parent had created a google doc that was shared with the parents in the class. Another option is to make keep an offline contact list and have parents email you their contact details. Your homeroom/advisor teacher can help you send out your email address/a link to your google doc to all the parents in your child's class using ManageBac so that parents that are interested in sharing their contact details can submit their details. It is important to stress that it is not mandatory for parents to be on this list - it is just a resource for the class in order to set up playdates, plan teacher gifts etc. Information about the class/grade parent/family get-togethers should be sent to all parents in the class via ManageBac so that all families are included. The homeroom/advisor teacher can help you with that.

### **PTA Finances - Karolina**

The beginning balance for this school year is between 110-140 000 DKK. We are waiting to confirm exact details concerning the balance generated from this year's PTA fee. A more specific figure will be shared at the next PTA meeting.

### **2018/2019 PTA Meetings**

We have scheduled the meeting times for this school year:

Thursday, October 25, 8:30-9:30

Thursday, November 22, 8:30-9:30

Thursday, January 17, 8:30-9:30

Thursday, February 21, 8:30-9:30

Thursday, March 21, 8:30-9:30

Thursday, April 25, 8:30-9:30

Thursday, May 16, 8:30-9:30

Thursday, June 13, 8:30-9:30

All dates are published on the school website: <http://ish.dk/parents/pta/> and added to the ManageBac and website calendar (<http://ish.dk/school-life/cale...>)

### **Any other business**

Item for the next PTA meeting: traffic safety around the school. We will hear more about long-term plans from the kommune on how to improve the traffic safety in our area (have there been any updates since last year's presentation/ discussion?) and we will discuss how to enforce the traffic rules outside the school gates (could parent/student traffic patrols be an option?). This topic was requested by a parent.

### **Meeting ended 9:35**

### **Next PTA Meeting:**

Thursday, October 25, 8:30-9:30

Location: Conference room (by the reception).

If you would like to add a topic to the agenda for this meeting, please email [pta@ish.dk](mailto:pta@ish.dk).