

Canadian School Committee Meeting
23 March 2017
AFNORTH International School

Introduction:

The Chair welcomed all the members present. The meeting commenced at 13h35.

Voting members present:

LCol Craig Braddon, Chair/Brunssum Rep
CPO1 Dan Roach, Treasurer
Cpl Carla Prowse, Secretary

Non-voting members present:

Mr. Erich Remisch, Principal, Canadian Section
Cpl Jonathan Butrym-Marcotte, Parent Communication contact for Niederheid Rep

Validated absences:

LCdr Nicole Benette-Boutillier, Vice-Chair/Niederheid Rep

Additional stakeholders present:

Ms. Maria Lunney, Guidance Counsellor-Canadian Section
CWO Claude Poulin, Canadian Forces Support Unit Europe-Unit Chief Warrant Officer

1. Introduction:

The Chair welcomed everyone to the meeting at 13h35 and the Agenda was presented.

2. Review of the Minutes:

Réunion du Comité d'école canadien
23 mars 2017
École internationale AFNORTH

Ouverture de réunion:

Le président souhaite la bienvenue à tous les membres présents. La séance commence à 13h35.

Membres votants présents:

Lcol Craig Braddon, président/Rep Brunssum
PM 1 Dan Roach, trésorier
Cpl Carla Prowse, secrétaire

Membres non-votants présents:

M. Erich Remisch, directeur de la section canadienne
Cpl Jonathan Butrym-Marcotte, contact de communication des parents pour le Rep Niederheid

Absences motivées:

Capc Nicole Benette-Boutillier, vice-présidente/Rep Niederheid

Autres personnes présentes:

Mme Maria Lunney, conseillère en orientation — section canadienne
Adjuc Claude Poulin, Adjuc de l'Unité de soutien des Forces en Europe

1. Préambule:

Le président accueille tous les gens présents à la réunion à 13h35 et présente l'ordre du jour.

2. Procès-verbal de la réunion précédente:

The Chair reviewed the Minutes from the last meeting which took place 01 December 2016. Nothing new was brought forward.

3. Financial Report:

- a) The Treasurer (CPO1 Roach) read the financial reports and shared updates, as per below.
- b) General Fund: There has not been any activity since the last report therefore the balances remained the same. The General Fund balance as of 20 March 2017 is €3169.56;
 - a. Awards Fund: The School Awards Fund balance as of 20 Mar 2017 is €379.75.

4. Old business:

- a. Dep Ed's new policy allowing day trips to be approved in less than three months has proven effective. This is a success story.
- b. It is confirmed that the School will not be participating in Knokke Heist after numerous unsuccessful attempts. It is highly encouraged for students wishing to attend to do so through their respective units and/or parental support.

5. New Business:

- a. See Principal and Guidance Counsellor's Reports.

Le président révisé le procès-verbal de la réunion précédente qui a eu lieu le 1^{er} décembre 2016. Aucune nouvelle information n'a été apportée.

3. Rapport financier:

- a) Le trésorier (PM 1 Roach) lie les rapports financiers et partage les mises à jour présentées ci-dessous.
- b) Fond général: Il n'y a pas eu d'activité depuis le rapport précédent alors le solde reste le même. Le solde du fonds général est de 3169.56 €, en date du 20 mars 2016;
 - a. Bourses d'études: Le solde du fond des bourses d'études en date du 20 mars 2016 est de 379.75 €.

4. Affaires précédentes:

- a. La nouvelle politique de la section de l'Éducation des personnes à charge, permettant que les sorties scolaires d'une journée soient approuvées en moins de trois mois, s'est montrée efficace. Cette politique est fructueuse.
- b. Il est confirmé que l'école ne participera pas à l'évènement de Knokke Heist à la suite de nombreuses tentatives infructueuses. Pour les étudiants souhaitant y participer, il est fortement recommandé de le faire avec le soutien de l'unité et/ou parental.

5. Affaires nouvelles:

- a. Voir les comptes rendus du directeur et du conseiller en orientation.

- b. Review of Parents Concerns:
See Representatives reports below.

- b. Révision des préoccupations parentales: Voir les comptes rendus des représentants ci-dessous.

6. Principal's Reports:

- a. The Principal's report included: upcoming school trips and events, Caterer selection, staff changes and the SY17/18 calendar.
- b. A virus compromised the School's software over the 2016 Christmas holidays resulting in the encryption of information. The majority of information has been recovered. The School has been working closely with the British IT Section to install new software and back up procedures.
- c. There will be a paper inspection during the first week of April by the Ontario Ministry of Education. There are not any foreseeable concerns.
- d. Note that students at AFNorthIS Canadian Section will not be affected by the addition on five PA days to the calendar for the SY17/18.

6. Compte rendu du directeur:

- a. Le compte rendu du directeur inclus : les sorties et les événements scolaires à venir, sélection du traiteur, les entretiens d'embauche du personnel), et le calendrier de l'AS 17/18.
- b. Un virus compromet le logiciel de l'école depuis les vacances des fêtes 2016 et entraîne le cryptage d'informations. La majorité des informations a été récupérée. L'école a travaillé en étroite collaboration avec la section britannique IT afin d'installer un nouveau logiciel et des procédures de sauvegardes.
- c. Il y aura une inspection de document par le ministère de l'Éducation de l'Ontario, lors de la première semaine d'avril. Il n'y a pas de préoccupation probable.
- d. Notez que les étudiants de la section canadienne d'AFNorth ne seront pas affectés par l'ajout de cinq JP au calendrier pour l'AS 17/18.

7. Counsellor's Report:

- a. Topics such as graduation planning, student progression, coop placements, community service hours, and post-secondary education efforts, were mentioned topics as outlined in the attached Guidance Counsellor's Report.

7. Compte rendu du conseiller en orientation:

- a. Des sujets comme la planification de l'obtention de diplôme, le cheminement des étudiants, les placements coop, les heures de services communautaires et les efforts relatifs à la formation postsecondaire ont été mentionnés tel qu'indiqué dans le compte rendu du conseiller en orientation annexé.

8. Representatives' Reports:

- a. International Rep: Not Applicable.
- b. Brunssum Rep: Clarification is being sought with regards to spending of the Canadian School Committee Funds. The aim is to provide support for field trips (Bruges/ Remembrance Day fieldtrips) and end of year celebrations. The Treasurer will look into the cost of tassels and engraving medallions. More to follow. It is hopeful that this year's spending could be used as a template for future spending.
- c. An electronic vote will be held to renew the Canadian Publication Subscription. Cost is approximately 200€.
- d. Niederheid Rep: There were no points given.

9. Next meeting:

Thursday, 01 June 2017 at 13h30. Location TBC.

10. Closure of the meeting:

The meeting was adjourned at 14h50.

Attachments:

Financial Report
Principal's Report
Guidance Counsellor's Report

8. Compte rendu des représentants:

- a. Rep international: ne s'applique pas.
- b. Une clarification concernant les dépenses des fonds du comité de l'école canadienne a été demandée. L'objectif est de fournir un certain soutien pour les sorties scolaires (Bruges/jour du Souvenir) et les célébrations de fin d'année. Le trésorier vérifiera le coût des pompons et des médaillons gravés. Plus d'informations à venir. Il est espéré que les dépenses de cette année serviront de modèle aux dépenses futures.
- c. Un vote électronique aura lieu afin de renouveler l'inscription à la publication canadienne. Le coût est d'environ 200 €.
- d. Rep Niederheid: Aucun point n'a été mentionné.

9. Prochaine réunion:

Jeudi 1er juin 2017 à 13h30. Lieu à déterminer.

10. Levée de la réunion:

La séance est levée à 14h50.

Pièces Jointes:

Compte rendu financier
Compte rendu du directeur
Compte rendu du conseiller en orientation

Original Signed By/Original signé par




LCol Craig Braddon
Chair of the School Committee
présidente du Comité d'école

Original Signed By/Original signé par



Cpl Carla Prowse
Secretary of the School Committee
Secrétaire du Comité d'école

Original Signed By/Original signé par



Approved by/Approuvé par
Col William Foster
SCO JFC Brunssum
OSC JFC Brunssum

Guidance Counsellor Notes – March 9 2017

Post-secondary offers and applications: University and college offers are starting to come in. Students have received offers from post-secondary institutions in US, Netherlands, Canada, UK. Application deadlines are still available in parts of Canada and Europe. Recommend that parents review post-secondary plans with their son or daughter to ensure that they are on track and do not miss a deadline.

AFNORTH International School's (AIS) College Night: January 24 2017. It was a great success with post-secondary institutions from US, Netherlands, Spain, Belgium and Switzerland. Many of the teachers provided information from their alma maters. The recommendation is to host the event earlier in the year (Eg fall). We will look at expanding representation, including post-secondary institutions from Canada.

Post-secondary visits: MTA Montagon DreamStorm Tour Team presented to a Grade 11 and 12s to empower them to follow their dreams through team-entrepreneurship (entrepreneurship and innovation). The program is with Mondragon University (SPAIN) and is touring around Limburg.

Graduation: Graduation Ceremony is June 16, 2016. There will now be 16 potential graduates in the Canadian section. Parents' night was on March 8 2017 to review various dates, fees, events of the upcoming graduation ceremony. Parents received a package with this important dates and information. I met with the students whose parents were unable to make the night and provided them each with a copy of the Grad package.

E-learning: Thirty different e-learning courses were delivered this year. Lesson submission deadline is March 24, 2017. This submission date is needed to allow for delivery time of exams from and to Canada for marking. We appreciate your support in reinforcing this deadline with any of your children enrolled in online courses. Grade 12 students who require these courses as part of their diploma requirements will not be able to graduate until online courses have been successfully completed. Thank you for your continued support in this matter.

Field trip to Maastricht University: A field trip designed for Grades 9-12 to visit Maastricht University has been organized for March 28 2017. Last year students from only Grades 11 and 12 were included in the Experience Day organized for senior students only. With parent recommendation, Grades 9 – 10 have been included and the university has organized an agenda specifically designed for our students. The proposed itinerary for the day is as follows:

- Welcome: Tea, coffee, juice and snacks
- Opening Presentation: Maastricht University in general and an introduction to the Problem Based Learning teaching style

- Tour of the inner-city facilities
Lunch
- "Speed visiting" with students from the different faculties
- Conclusion of the day

OSSLT: Literacy test is March 30, 2017. Twenty-five students are scheduled to write the test this year. The test will be written in the morning from 9:00 – 12:00.

Extracurricular Activities – a few ideas:

Poetry Slam Finals – March 30 2017

Drama Tryouts for middle school and high school students –March 21, 2017

Spring Cabaret – Auditions begin March 29, 2017

High School Boys Soccer

High School Girls Softball

High School Girls Soccer

High School Boys Baseball

If parents have a question or concern regarding their son and daughter, please do not hesitate to contact me.

All the best

Maria Lunney

CFEU_PL

2016-04-01T00:00:00.000-04

2017-03-31T00:00:00.000-

Date From :00

Date To 04:00

Ledger / Ledger Set	CFEU_PL
Period From	APR-17
Period To	MAR-17
Accounting Flexfield From	2636-0000-2220-000-04076-0000-0000-0000
Accounting Flexfield To	2636-0000-2230-000-08163-0000-0000-0000
Balance Type	Actual
Encumbrance Type / Budget Name	
Include Zero Amount Lines	No
Include User Transaction Identifiers	No
Include Statistical Amount Lines	No
Include Accounts With No Activity	No

Ledger Name CFEU_PL Ledger Currency EUR Balance Type Actual

Account 2636-0000-2220-000-04076-0000-0000- Description UNIT-EAOI-BRUNSSUM-DEF-TRUST I- EXTERNAL-DEF-SCHOLARSHIP
FU-DEF-DEF-DEF

Beginning Balance for Period SEP-17 0.00 410.75

Source	Category	GL Date	Event Class	Transaction Number	Line Description	Debit	Credit
Payables	Purchase Invoices	5-Sep-16	Invoices	02-SEP-2016 2	SU606091004CD - ENGRAMLMED	31.00	
				Period Total		31.00	0.00

Ending Balance for Period SEP-17 0.00 379.75
Account Total 0.00 379.75

Account 2636-0000-2230-000-08163-0000-0000- Description UNIT-EAOI-BRUNSSUM-DEF-TRUST I- ENTITY FUNDS-DEF-AIS
COMMITTEE-DEF-DEF-DEF

Beginning Balance for Period SEP-17 0.00 3,563.49

Source	Category	GL Date	Event Class	Transaction Number	Line Description	Debit	Credit
Payables	Purchase Invoices	5-Sep-16	Invoices	2-SEP-2016 1	SU606091004CD - AFN MAG PURCHASES	69.34	
Payables	Purchase Invoices	5-Sep-16	Invoices	2-SEP-2016 1	SU606091004CD - AFN BOOK PURCHASES	324.59	
				Period Total		393.93	0.00

Ending Balance for Period SEP-17 0.00 3,169.56
Account Total 0.00 3,169.56

ORACLE Subledger Accounting

CFEU_PL

Account Analysis Report

Report Date 20-Mar-17

2016-04-01T00:00:00.000-04 2017-03-31T00:00:00.000-

Date From

Date To 04:00

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3,549.31

0.00

Ledger Total

End of Report

Canadian School Committee

Agenda – 23 March 17 at 1300hrs

Principal's Report:

1. Concert band from Kelowna on Tuesday
2. Brugges May 9-11, 80% participating
3. CERN trip on 18-21 May
4. 6/7 sailing trip 29 May – June 2
5. New caterer selected
6. AFNORTH/JFC 50th anniversary end of May with Brunssum
7. Currently working on timetable, no large changes anticipated
8. Anthony Grottoli will be returning to Canada
9. Enrolment expected to grow slightly, fewer US courses
10. Matthew Baglolle from Windsor had HHT last week, additional hire now screening

