



LFA Meeting Notes on 17th October 2018

In Attendance

LFA Parents: Cindy, Birte, Cindy, Florence, Paola, Jeff, EunYoung, Lilian, Josephine, and Virginia

Faculty: Mr. Mindorff, Mr. Richard, Ms. Michele, Ms. Amya, Ms. Emma, Ms. Maude and Mr. Jarrett

LFA Luncheon

LFA shared that the luncheon held on 10 October had 49 attendees. There was some feedback about the venue but there was a consensus that it was a pleasant successful event that we can repeat in the future.

Open Forum

The LFA and Administration decided to postpone the Open Forum to a later date (to be determined) due to a low response level of concerns from parents. Concerns that were voiced have been communicated to the administration and will be addressed via the newsletter, individually and via WeChat. Many of the issues were raised at this meeting and outcomes are summarized below.

Halloween

LFA mentioned that there has been great parental involvement for the upcoming Halloween festivities. Many parents have helped to decorate and have donated money to the cause. So far 8,000rmb was received. These funds will likely be more than enough to cover Halloween costs and the remainder will be used for upcoming events. Mr. Mindorff said that the Halloween schedule will be shared in the newsletter and will include a costume parade, trick-or-treating, and a gallery displaying the student's work from challenge week. LFA made note that on November 2, the LFA team will take down the Halloween decorations and store for future use.

Thai Cooking Class

LFA shared that the upcoming Thai cooking class still has 4-5 spots available for parents to join. The class will be taught by Waan Crozier in Leman's kitchen on Monday, October 22, from 10:00 – 13:00.

LFA Funds

LFA is looking for donations of baked goods to sell on October 23 during the CISA volleyball tournament. Proceeds will be used as part of the future LFA budget. LFA inquired as to whether a credit card could be provided by the school and the school administration keep hold of the funds. According to Tina, this would not be possible. Mr. Mindorff suggested that if there is a time where a credit card is needed (to make a reservation

or deposit), to contact him for help. LFA also decided to ask for payment upfront from parents in the case of luncheons and activities.

Parent Academy

LFA has noticed that participation by secondary school parents could be higher and WeChat conversations more active. Ms. Michele has introduced a secondary parent forum that will meet toward the start of each month and will be advertised in the WeChat. We suggested that next month's topic for the parent academy be centered on communication between parent and school. The meeting will be held toward the beginning of November.

Parent-Teacher Conferences

Some LFA members were concerned with just one Parent-Teacher Conference per school year and asked for more meetings with the teachers. Mr. Richard listed the amount of school-run teacher meetings per year and pointed out that parents are always encouraged to set up individual meetings with their child's teacher. Ms. Emma noted that teachers would gladly make time to meet with parents to resolve any concerns- big or small- and can even arrange for a translator if necessary. The Administration as a whole assured the LFA that all parents are welcome to meet with the teachers at any time to talk about student's progress, discuss any questions, or voice any concerns.

Secondary School Projects

LFA explained that there is some confusion and slight contention between some school group members during school projects and wanted to know if the expectations are being specified to both students and parents. Administration and LFA all agreed that these concerns should be addressed to the individual teachers so that the group dynamics are kept in check and the project expectations can be met. In general, for group projects there is always a combined expectation of individual production and contribution as well as an explanation of group collaboration.

Student Injuries

LFA shared that several parents have complained that their child has been injured at school without being sent to the nurse and/or without the teacher notifying the parent in. Mr. Mindorff shared that sometimes students are reluctant to go to the school nurse for what is considered to be a small scratch or bruise so their wish is respected. Mr. Richard shared that the school has a lengthy policy regarding the reporting of injuries. He will ensure that the teachers again receive training on this matter. He also suggested that parents with specific requests in how to deal with their child being hurt message the homeroom teacher directly. Nearly all communication from the school is from the teacher. The school nurse will only communicate if the issue needs home support.

LFA Meeting

The meeting began at 10:30am and ended at 12:00pm.

