



The Children´s House

Meeting: SU Meeting

Date: Tuesday 15th September 2020

Present: Ann Katrin Rege (Parents repr.), Britt Silje Sneeggen (Parent repr.), Astri Ramadhani (Parent alternate), May Britt Stange (Principal), Karen Nesbørg (Vice Principal), Christina Vatne (Staff repr.), Elaine Dalhaug (Staff repr.), Maria Candelaria (Staff alternate),

Absent: Stien L. Hagen (Kommune repr.)

Scribe: Elaine Dalhaug

Item No.	Minutes	Action to be taken by:
I	Call to order	
II	Attendance	
Case 1. 20/21	Approval Of Agenda	
1.1	Agenda was approved and no further comments were made.	
Case 2. 20/21	Any Other Business	
2.1	BSS raised a point for discussion – asking that all parents be informed of any upcoming SU meetings. This is the normal protocol but unfortunately had not been done prior to this meeting. An email will be sent out before the next meeting. The webpage will also be updated to show both details of the staff and parent representatives (including which classes the parent representatives have children in). This can be done now as the SU members have to continue in their role, this was ratified in this meeting.	MBS
2.2	AR – raised concerns about safety in the parking area due to parents not reverse parking or using the	

	pavements with their children. An email has already been sent out as a reminder of the TCH parking Policy.	
Case 3. 20/21	Introduction	
3.1	<p>MB welcomed everyone to the first SU meeting of the new academic year and thanked everyone for their continued support to the SU committee during the current COVID-19 situation.</p> <p>Elaine Dalhaug will continue with the responsibility for the minutes of the co-operating committee meetings.</p>	
Case 3. 20/21	Information / Updates	
3.1	<p>Greenhouse Refurbishment</p> <p>The greenhouse extension is almost complete – it now has electricity, heating, water (not mains water but is suitable for drinking and general usage but not for cleaning after activities) and a fireplace. Staff will be given a handbook about the usage of the greenhouse, a rota for usage</p>	
3.2	<p>Bike Trailer Storage Shed</p> <p>A plan and cost estimate has been received and approved by the Board. Unfortunately planning permission still has not been granted by the Kommune. MBS to follow up and contact the Planning and Environment Department</p>	MBS
3.3	<p>Covid-19</p> <p>It was felt that TCH provided good information about Covid-19 procedures both in email and on the webpage, that the staff have done a great job and that the parents have cooperated and prepared the children well.</p> <p>MBS stated that the Kommune/ smittevernslege have provided good information to kindergartens and have been answering specific concerns and questions. They make decisions about the regulations and changes to the traffic light system for individual kindergartens.</p> <p>MBS reported that 8 children had the right to place in kindergarten during the closure and at any time during this period a maximum of 5 children were present. Staff worked on a rota system with 4 hour shifts with these children whilst the remainder were involved in cleaning.</p> <p>KN and CV discussed some of the challenges faced in working with the cohorts for example finding time to wash toys, routines for getting dressed and undressed etc. Positive outcomes were also highlighted for</p>	

	<p>example children developing relationships with those who they normal wouldn't play and the time spent outdoors.</p> <p>MBS reported that it is still challenging with staffing since there is not the flexibility to move staff between classes and that considerable more expenses have been incurred. The government has not indicated how much of these expenses (staffing, fencing etc) will be reimbursed.</p>	
3.4	<p>Staffing / Teachers On Dispensation A total of 17 teachers are needed this academic year for the number of children attending TCH. Currently 1 teacher is on maternity leave and another is on unpaid leave abroad. Three new teachers were hired – 2 are approved teachers and the 3rd is on dispensation. 5 other members of staff have received dispensation from the Kommune. MBS said she was happy with the current organisation of staffing this year.</p>	
3.5	<p>Transition Period MBS reported that the transition period for children moving from the downstairs departments to the Preschool classes has generally gone well. Due to Covid, the normal internal transition processes were not in place so there were concerns that it would be more difficult for the children.</p>	
3.6	<p>TCH Webpage The Board sub committee is continuing to work on the webpage development. The homepage provides a better overview and it is easier to read.</p>	
3.7	<p>PBL Mentor Kidplan MBS reported that at the end of August the electronic system used by parents to register their child on delivery to and on collection from TCH was closed. The Board made the decision to implement PBL's Kidplan, which is a digital tool that can register everything that happens in the kindergarten on a daily basis. However, at present, the decision was made that it would only be used as an electronic signing in tool. Concerns had been raised that staff would spend more time documenting events rather than being with the children. Updates will be given if changes are made to this decision. MBS uses the tool to send out information to all parents and text messages can be sent out in an emergency.</p>	

3.8	<p>Proposed Change of Planning Day April 2021</p> <p>At present the planning day is scheduled to be Tuesday 6th April. MBS has proposed that this is moved to Friday 15th of May allowing the staff to have a long weekend. The training hours will be incorporated into longer monthly staff planning evenings.</p> <p>This proposal needs to be discussed at the upcoming teachers meeting, with the Board and also with the Union Representative.</p> <p>However, this proposed change in date was in principal unanimously approved by the SU Board.</p>	MBS
3.9	<p>Parents Meeting</p> <p>The planned parents meeting to be held on the 16th September has been postponed due to the current Covid-19 restrictions.</p>	
Case 4. 20/21	SU Committee for 2020/2021	
4.1	<p>Due to the current Covid situation and the cancellation of the Parents Meeting, the Board has asked all current SU Board members if they would be willing to continue in their role.</p> <p>The minutes reflect that all members agreed to this proposal.</p>	
Case 5. 20/21	Dates For SU Board Meetings	
5.1	<p>Upcoming dates:</p> <p>No new meeting date has been set at this time.</p>	