

Minutes of the School Council Meeting **held on Wednesday, 18 February 2026**

With a quorum in attendance, the meeting began at 8:05 a.m. – 8 voting members

1. Approval of the minutes of 27 November 2025

The minutes of the School Council meeting held on 27 November 2025 were put to a vote.

Adopted unanimously – 8 votes in favour.

2. 2026–2027 school calendar

A very significant increase in absenteeism is observed each year around the Christmas holiday period. With the current organisation and the start of term set for 4 January 2027, the return to school would take place over a short and fragmented period, resulting in a partial return of students, especially as Thursday 7 January 2027 is a public holiday in Ghana.

Consequences: incomplete classes, difficulty in progressing through the curriculum, new topics covered without all the students present, which must then be repeated later.

Some parents have suggested limiting holidays to a single week during the winter or spring holidays in order to make up for the extra week of holidays over Christmas. For educational reasons, and following a recommendation relayed by the ZAC National Education Inspector, a single week is not recommended. It is advisable to follow the 7 weeks of work/15 days of holiday rhythm favoured by chronobiologists.

After presenting the various calendar options, the majority of the School Council members are in favour of the option with hours made up on Wednesdays spread out over the school year. An extraordinary School Board meeting will be held during the first week of the return to school to present a final proposal, currently being developed by some primary school teachers. Once all the calendar proposals have been reviewed, the members of the School Council will adopt the final calendar for the 2026-2027 school year.

3. Career Forum and Open Day

Positive results: high turnout, lively discussions, increased visibility for projects and greater cohesion. The Principal warmly thank the entire educational community for their commitment and for promoting the school.

4. Progress report – School project

A questionnaire was sent to staff members concerning teaching practices related in particular to priority area 1: success for all students. Work will continue in small groups with subject coordinators during the school year in order to collect more precise data.

The resource centre, consisting of the school principal, the headmistress, the CPE (school counsellor), the psychologist, the EMFE (educational support teacher) and the school life coordinator, meets on a weekly basis. Situations involving students with learning difficulties or behavioural issues are analysed and addressed.

5. School map – Educational structure 2026–2027

Secondary:

Recruitment is still ongoing for mathematics and life and earth sciences.

Secondment positions in economics and social sciences and English, as well as one primary school teacher position, have been put on hold for the 2026-2027 academic year due to late notification to the AEFÉ's central services.

Secondments in French and Physics and Chemistry, as well as one primary school teacher position, are currently being processed.

6. Other matters

6.1 pHARe programme – Programme for the prevention and combating of bullying at school

The pHARe programme has been rolled out (trained teachers, student ambassadors, prevention measures). Parents have expressed a need for clarification of the reporting process. Parent representatives requested an information meeting with clear and concise visual aids to be distributed.

6.2 Sex education in primary school

The content taught is in line with the official curriculum and is approached strictly from a scientific perspective. To date, the relevant year groups have not yet covered this part of the curriculum.

6.3 Francophonie Festival

The Francophonie Festival will take place from 20 March to 15 April. A notice will be sent out after the spring half-term holidays to enable parents to participate in all the activities being proposed.

6.4 SMARTSAPP – Security and responsibility

The system allows for the tracking of entries and exits. Scanning by staff or authorized self-scanning. 52 active cameras complete the system.

From 9th March: QR code required at the entrance to the SAS. Pre-scan is the only means of access when leaving.

A SMARTSAPP survey is currently being conducted among parents. The results will be analysed before any changes are made.

Student proposal: individual cards instead of QR booklets. As the timetable has not yet been synchronised with SMARTSAPP, the current system will remain in place.

With all other matters having been dealt with, the school council meeting was adjourned at 9:30 a.m.

Secretary of the meeting

Christelle TCHIVAGNON



Principal

Catherine DAUER

