

## European School Board meeting - Minutes

	<b>Date</b>	Wednesday December 3 2014 16.00 – 17.30hrs	
	<b>Present</b>	Jonas Christoffersen (JC), Hans Bruyninickx (HB), Poul Toftdahl (PT), Caroline Warner (CW), Henriette Vollmers-Hansen (HVH), Jens Trapp Jeppesen (JTJ), Sylvia Linehan (SL), Anette Holst (AH), Hanne Schmidt (HS)	
	<b>Excuses</b>	None	
	<b>Guests</b>	N/A	
	<b>Minutes</b>	Maria Østergaard (MOE)	
			<b>Responsible</b>
1.	Welcome and approval of the agenda	<p>AH explained the set-up and the structure of the boards (Sankt Annæ, ESCPH and Campus boards)</p> <ul style="list-style-type: none"> <li>- Board members introduced themselves.</li> <li>- JC commented about the need of electing an executive committee (forretningsudvalg), cf. section 2.8 of the draft rules of procedure. Election of executive committee is added to agenda item no. 3.</li> </ul> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- Agenda was agreed.</li> </ul>	AH
2.	Appointment of the ESCPH board in accordance with the new organisation as of August 1 <sup>st</sup> 2014	<p>AH explained that Københavns Kommune (KK) has suggested to put forward JC as chairman due to his prior engagement in the Sankt Annæ Board and that JC has been elected deputy chairman of the Campus board. AH therefore proposes that JC be elected chairman.</p> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- JC was elected chairman</li> <li>- JC chaired the meeting going forward and observed that one of the two other externally appointed members of the board shall be elected deputy chairman.</li> </ul> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- HB was elected deputy chairman.</li> </ul> <p>JC explained the role of the executive committee and suggested HB and CW as committee members; HB as already elected deputy chairman and CW as member of the Campus board.</p> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- JC, HB and CW were elected members of the executive committee.</li> </ul>	AH, JC

3.	Rules of Procedure and competences for the European School board for approval.	<ul style="list-style-type: none"> <li>- HB observed that the wording of the bylaws and rules of procedure is stained by numerous inconsistencies and that the language needs thorough revision to create acceptable clarity. The bylaws had been set by Københavns Kommune but were discussed alongside the Rules of Procedure. The board was of the view that it was very important to ensure clarity of its role and that it was important to cooperate with the Campus board in light of the provision of the bylaws that the Campus board should delegate as much as possible to the school boards.</li> <li>-</li> </ul> <p><b>Decisions:</b></p> <ul style="list-style-type: none"> <li>- The draft rules were adopted with the following amendments:</li> <li>- AH will at the meeting in February present a draft of new subsection in order to enable the board to make decision on a written basis including via e-mail..</li> <li>- Paragraf three: The provision was not approved as it lacked clarity. AH will present a new draft when the provision has been subject to further discussion with the chairman of the Campus board and Københavns Kommune and this will most likely be at the meeting in April.</li> <li>- Paragraf nine: A subsection was added: "The rules of procedure can be amended by simple majority."</li> <li>- AH will execute a technical revision and change the numbering in light of the amendments.</li> <li>- Rules of procedure will be on the agenda of the next board meeting.</li> <li>- AH/JC will ask the Campus board and Københavns Kommune to revise the bylaws for inconsistencies within the next year.</li> <li>- MOE will arrange bylaws in DK/UK in the same document to make it easier to refer to the different language versions.</li> </ul>	AH, MOE,
4	Dates suggested for next board meeting	<ul style="list-style-type: none"> <li>- JC suggested that the board stayed with the proposed dates. HB will not be able to join February meetings. AH mentioned the importance of the date as it is prior to the upcoming audit.</li> </ul> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- Dates were approved</li> </ul>	
5	School holiday calendar	<ul style="list-style-type: none"> <li>- HST mentioned that European schools have 180 school days. Danish schools have 200 school days</li> <li>- School will start on August 8th 2016</li> </ul> <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- The holiday calendar was approved and sent to the Campus board that has the final competence.</li> </ul>	HST, AH
6	Information <ul style="list-style-type: none"> <li>- Audit</li> <li>- Moving process</li> </ul>	<p><b>AUDIT:</b></p> <ul style="list-style-type: none"> <li>- HST informs the Board that the audit will take place February 23-27th 2015. Postponed due to the unexpected moving.</li> <li>- Two inspectors from the European School are inspecting that we are following the guidelines of the European Schools.</li> <li>- Inspectors will go through curriculum, talk to pupils, teachers, staff and management.</li> <li>- Inspectors stay one week and produce a report, that will</li> </ul>	HST

		<p>be brought forward to the Board of Govenrs.</p> <ul style="list-style-type: none"> <li>- Audit will be discussed further on the next meeting</li> </ul> <p>MOVE:</p> <ul style="list-style-type: none"> <li>- The KK has worked very hard on finding an alternative location close to the current location.</li> <li>- The pavilions were packed up on Friday December 5th and moved to the new temporary school. School was up and running on Monday December 8th.</li> <li>- Main focus is the children's safety. KKFO will remain at old location for two weeks. Adults from the KKFO or school escort pupils from A to B.</li> <li>- HVH informs that a group of parents have written a letter for the authorities regarding the traffic situations.</li> </ul>	
7	Draft of school values	<ul style="list-style-type: none"> <li>- JC explained that it is a draft and a working document, which must be developed and discussed among teachers and parents. AH and HS will lead the process and have placed the draft before the board to asks for opinions and ideas.</li> <li>- The board found it important to develop a set of values that would facilitate the integration of the ESCPH into a Danish context and that would pave the way to a common understanding also amongst pupils and their parents new to Denmark of the basic values of the Danish national school system.</li> <li>- The board emphasized e.g. respect for the environment, diversity, democracy, human rights, the global context.</li> <li>- The words demanding and foster should be reconsidered.</li> <li>- Document will be brought forward again on April meeting.</li> </ul>	JC
8	Miscellaneous	<ul style="list-style-type: none"> <li>- JC thanked to board for good and frank discussions. JC would like to end all meetings with a short evaluation aimed at securing good cooperation in the board..</li> <li>- The board agreed that it had had a good first meeting.</li> <li>- JC asked AH/MOE to do a "to do" list for every meeting clarifying who is responsible for following up on what and within what deadlines.</li> <li>- JC asked AH/MOE to add "miscellanerous and evaluation" to all agendas.</li> </ul>	ALL