



Minutes ESCPH Board Meeting

Date: Monday 24 April 2023
Time: 16:30-18:30
Venue: Staff Lounge, 2nd Floor, European School Copenhagen
Members: Andreas Manville (EEA), Kira Peter-Hansen (MEP and External Member), Tinne Hoff Kjeldsen (External Member), Margo Rachat Nielsen (ESCPH Parent), Stéphanie Horion (ESCPH Parent), Laure Conte (ESCPH Parent), Yana Lausten (ESCPH Parent), Maya Chang Hansen (ESCPH Student), Sebastian Leiholt (ESCPH Student), Rasmus Hornecker (ESCPH Staff), Anette Holst (Principal ESCPH & SAG), Julie Rørdam Thom (Deputy Principal ESCPH)
Guests: Hella Helvig Jensen (Head of Administration ESCPH), Madelaine Kirk (Head of Lower Secondary ESCPH), Hans Bolvinkel (Deputy Head of Upper Secondary and Bac Coordinator), Rikke Groth Nielsen (Deputy Head of Primary)
Apologies: Hans Bruyninckx (Executive Director EEA), Christen Bagger (ESCPH Parent), Johan Lindell (ESCPH Staff)
Minutes: Helene Kristensen

ESCPH Board Meeting

Agenda:

1. Approval of the agenda (decision) - 1 min.

Annex 1.1 - Agenda ESCPH Board Meeting 20230424

Anette Holst invited all members of the board to introduce themselves and welcomed Tinne Hoff Kjeldsen as new member of the board.

Decision:

- The agenda was approved by the board.

2. Approval of the minutes of the ESCPH board meeting 27 February 2023 (decision) - 1 min.

Annex 2.1 - ESCPH DRAFT Board Meeting Minutes 20230227

Decision:

- The minutes were approved by the board.

3. Constitution of the board (decision) - 10 mins.

Annex 3.1 - Vedtægt SAG og ESCPH

Annex 3.2 - Rules_of_procedure_edited_V1

Annex 2.1. Minutes ESCPH Board meeting 20230424

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Anette Holst presented the constitution of the board. The board needs to elect a new chairperson and deputy chairperson. According to the board's rules of procedure, the chairperson and deputy chairperson must be elected among external members.

Anette Holst suggested Kira Peter-Hansen as chairperson.

Decision:

- The board elected Kira Peter-Hansen as chairperson.

Anette Holst suggested Tinne Hoff Kjeldsen as deputy chairperson.

Decision:

- The board elected Tinne Hoff Kjeldsen as deputy chairperson.

Following the election, chairperson Kira Peter-Hansen chaired the board meeting.

4. Accounts for Primary, Lower Secondary and KKFO 2022 (decision) - 15 mins.

Annex 4.1 - 4072 Regnskabsoversigt 2022 - Primary and Lower Secondary

Purpose: Approval of the 2022 accounts for Primary, Lower Secondary and the KKFO following approval by the Campus Board.

Hella Helvig Jensen presented the 2022 accounts for Primary, Lower Secondary, and the KKFO.

Key points:

- The school posted a profit of DKK 1,735,488.
- The school has spent less on salaries than estimated. One of the reasons is that a management position has only recently been occupied.
- The school has spent significantly more on staff-related educational expenses due to the staff study trip to Bruxelles.
- The school has spent significantly less on educational materials in Lower Secondary, which is due to delayed bills from materials bought outside of Denmark.
- The Culinary School comes out with a deficit of DKK 751,897 and the school must cover the loss.
- The KKFO came out with a profit. The overall maintenance costs have risen, mostly due to extra costs for cleaning.

Decision:

- The 2022 accounts for Primary, Lower Secondary, and KKFO were approved by the board.

5. Accounts for Upper Secondary 2022 (decision) - 15 mins.

Annex 5.1 - Årsrapport 2022_ESCPH Upper Secondary_ikke underskrevet

Purpose: Approval of the 2022 accounts for Upper Secondary following approval by the Campus Board.



Hella Helvig Jensen presented the 2022 accounts for Upper Secondary.

Key points:

- The auditors did not have any remarks to the accounts.
- It is difficult to compare key indicators as we are still under development.
- Salary expenses are still increasing. It is complex with the division of students into smaller groups for different classes, especially in S7. This will be stabilized over time.
- The Upper Secondary comes out with a deficit of DKK 142,065.
- The Upper Secondary has equity of DKK 1,82 million. The equity will be used to cover the deficit.

Decision:

- The 2022 accounts for Upper Secondary were approved by the board.

6. Approval of addition to Attendance and Absence Policy (decision) – 5 min.

Annex 6.1 Attendance and Absence Policy Primary and Lower Secondary

Purpose: Review addition to the section on work-related leave. The sentence up for approval is highlighted with yellow in the annex.

Julie Thom explained that the school is in dialogue with the Municipality regarding a small number of parents who wish for continuous long leave for their children.

It has been suggested that we add the following sentence to the school's Attendance and Absence Policy under the section on work-related leave: "Applications may be denied if granting the leave raises concerns for the child's welfare and/or learning."

Decision:

- The addition of the sentence was approved by the board.

7. Food price increase for Culinary School (decision) – 5 min.

Purpose: Decision on the increase of food prices for Culinary School.

Julie Thom presented the school's management's suggestion of increasing the food prices for Culinary School from DKK 26 to DKK 29 per meal to support the financial situation of the canteen.

The staff and parent representatives raised their concerns for the deficit, and inquired about whether this increase in price will cover the deficit. Julie Thom responded that it will not cover it entirely, but that the school is also looking into other initiatives to support the canteen. It was discussed whether the increase should be even higher. Stéphanie Horion added that it is important that the reasoning behind the price increase is communicated clearly to the parents.



Stéphanie Horion asked whether the Municipality will support the parents who cannot afford the meals. Julie Thom will share the Municipality's options of support for those parents.

Decision:

- The increase of the price per meal in Culinary School to DKK 29 was approved by the board. It was agreed that the board will evaluate the effect of the price increase at a later point in time.

8. Strategic focus point (discussion) - 30 mins.

Annex 8.1 - Strategic Focus Points ESCPH 2022_2023

Purpose: To discuss the strategic focus point on continuous development of the Upper Secondary.

- The European Bacculaureate
- First students graduating summer 2023

Julie Thom presented the school's strategic focus point on continuous development of the Upper Secondary.

Key points:

- The Upper Secondary is focusing on increasing the number of students through different initiatives.
- This year, the admission process to gymnasiums has been different in Denmark, so the school will find out the total number of students later than usual.
- Collaboration with the Lower Secondary to get more S4 students to apply. This year, 28 students have applied.
- The Mobility Programme for exchange with other European Schools has been launched.
- Focus on developing the physical environment with better areas for students.
- Focus on supporting students with special educational needs.
- A student handbook has not yet been created, but this is something that will be worked on in collaboration with the student council.

Hans Bolvinkel presented on the S7 year and conversion of the marking scale.

Key points:

- The students choose their own exams at the start of S7, which is very different from the STX where the exams are chosen by the ministry.
- The S7 students need to sit five written exams: L1, L2, and Maths are compulsory, and they choose two 4p subjects themselves. They need to sit 3 oral exams in L1, a subject taught in their L2 (History, Geography, or their L2) and another subject that they choose.
- The students' preliminary marks count for 50% and marks from the exams count for the other 50% towards their final grades. This makes the exam period less stressful.



9. Various updates and information - 10 mins.

- Information from the students

Upper Secondary:

The Student Council has attended the national assembly for DGS (Danske Gymnasieelevers Samenslutning). For S7's, the 4p final bacs begin soon. The S6 and S5's also have tests coming up. The Student Council are planning to raise funds for the final meeting of the year in Hague with the European Student Union.

Lower Secondary:

The S4's had a great study trip to Alicante. The students have their gala in a month. The S4's from the Student Council are going to Roskilde with other student councils to talk about "grøn folkeskole".

- Information from the staff

Primary + Lower Secondary:

The school will offer L2 Danish from next school year, which a large number of parents in Primary have applied for. Some staff have expressed concerns about the situation regarding the other L2 languages. The situation was discussed, and it was agreed among the board that staff well-being is important and should be addressed.

- Parents Association

The Parent's Association are improving their visibility and working on optimising their processes for room requests. The online shop for school merchandise is up and running. Currently working on supporting the musical production with t-shirts and merchandise sale.

10. Information from management - 20 mins.

- ESCPH Communication Policy

Julie Thom presented ESCPH's Communication Policy. The policy was approved by the board in September 2019. It covers details of school/home communications, and through which channels questions or issues should be addressed.

- Admission status

Julie Thom explained that the Upper Secondary is working on attracting more students for the new S5 classes through different forms of marketing. 28 of the school's S4 students have applied for S5.

Madelaine Kirk explained that the Lower Secondary tried to attract students for a full French class in the new S1 opening in August 2023. It has been announced that it is now a Danish/French class where students can choose between Danish and French as their L1, whereas all other subjects will be taught in Danish.



It was discussed that there is a concern among some parents regarding admission of children coming from other European Schools, whose parents work in EU institutions that do not qualify them for category A within our admission criteria.

- Emergency management (PLOV)

Hans Bolvinkel explained that we are continuously working on emergency management. Experts are being consulted, as it is complex due to how the school is constructed.

- New staff/recruitment

Lower Secondary is currently hiring for a support teacher for two students. Upper Secondary is currently hiring for a teacher in English L2 and Geography and a teacher in Physics and Mathematics. The administration is currently hiring for a new secretary within HR and wages.

- SAG/ESCPH separation

Julie Thom explained that the separation has been approved by Folketinget. The separation will become official from 1st of August following its approval in Borgerrepræsentationen.

Anette Holst explained that the administration will still be joint, and that we will continue with separate boards. There will be a joint meeting with the Sank Annæ Gymnasium Board, the Campus Board and the ESCPH Board on 8th of June. After the joint and separate board meetings, there will be a dinner for the boards.

11. AOB - 5 mins.

Nothing for AOB.