



Minutes ESCPH Board Meeting

Date: Thursday 22 February 2024
Time: 16:30-18:30
Venue: Staff Lounge, 2nd Floor, European School Copenhagen
Members: Kira Peter-Hansen (MEP and External Member), Tinne Hoff Kjeldsen (External Member), Andreas Manville (EEA and External Member), Margo Rachat Nielsen (ESCPH Parent), Stéphanie Horion (ESCPH Parent), Christen Bagger (ESCPH Parent), Laure Conte (ESCPH Parent), Johan Lindell (ESCPH Staff), Blanka Erös (ESCPH Student), Dakshayini Manoghna Potluri (ESCPH Student), Julie Rørdam Thom (Director ESCPH)
Guests: Hella Helvig Jensen (Head of Administration), Helle Bjerre Degn (Head of Primary), Laura Mackenzie (acting Head of After School Care)
Apologies: Laura Rosenvinge (Copenhagen City Council), Rasmus Hornecker (ESCPH Staff)
Minutes: Helene Kristensen

ESCPH Board Meeting

Agenda:

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

Annex 1.1 - Agenda ESCPH Board Meeting 20240222

Kira Peter-Hansen welcomed the board to the meeting.

Decision:

The agenda was approved by the board.

2. Approval of the minutes of the ESCPH board meeting 18 December 2023 (decision) - 1 min.

Annex 2.1 - Draft ESCPH Board Meeting Minutes 20231218

Decision:

The minutes were approved by the board.

3. 2023 preliminary accounts for Primary, Lower Secondary, and KKFO (decision) - 10 mins.

Annex 3.1 - 2023 preliminary accounts for Primary, Lower Secondary, and KKFO

Purpose: Hella Helvig Jensen will present the 2023 preliminary accounts for Primary, Lower Secondary, and the KKFO for approval by the board.



Hella Helvig Jensen presented the 2023 preliminary accounts for Primary, Lower Secondary, and the KKFO to the board.

Primary and Lower Secondary

- The school received around 50.6 million in grants and around 31 million for costs that are covered 1:1 such as rent and energy costs.
- The entire budget for teaching related staff expenses was not spent as there were less courses than expected, and because there was a staff trip last year.
- Educational materials for Lower Secondary exceed the budget due to invoices coming in late from e.g. France, pushing them to the wrong financial year.
- The Culinary School unfortunately still holds a deficit of 681.000kr and the school must cover the loss.
- The cleaning budget has been looked at, and the school received a credit note from an expensive supplier from 2022.
- Money was spent on building maintenance as it was assessed that the school could afford it.
- We do not have the possibility of extra grants from the municipality as we already receive a special grant for being a European School. The special grant goes to cover category A students, SWALS and different class divisions due to languages etc. We must be able to cover our expenses in this connection within this grant.

KKFO

- The KKFO is incredibly dependent on how many children are enrolled from month to month.
- The preliminary accounts for 2023 posts a surplus of around 876.000kr. We can bring some of that into 2024 but the municipality have decreased the transfer rate to 3%.
- Everything has been done to spend the available funds, but it is not always easy.

Decision:

The 2023 preliminary accounts for Primary, Lower Secondary, and the KKFO were approved.

4. 2024 budget for Primary, Lower Secondary, and KKFO (decision) – 10 mins.

Annex 4.1 – 2024 budget for Primary, Lower Secondary, and KKFO

Purpose: Hella Helvig Jensen will present the 2024 budget for Primary, Lower Secondary, and the KKFO for approval by the board.

Hella Helvig Jensen presented the 2024 budget for Primary, Lower Secondary, and the KKFO.

Primary and Lower Secondary

- It is important to note that the budget is affected by cost savings in the municipality, meaning that we are receiving less grants while there are not fewer costs or tasks to cover.
- The general price and salary projections (PL) that have been reported by KL is 4.07% on salary and 4.26% on operations. This has been corrected following the re-adjustment of the PL-rates of 2023 to 3.92% for salary and 6.81% for



operations. The municipality have decided on cross-cutting reductions to save on costs, reducing the projections to 2.73% for salary and 5.35% for operations.

- We are spending more on salaries due to the general price and salary projections, collective bargaining negotiations 2024 (OK24), employees returning from parental leave etc.
- The budget has been cut for teaching related staff expenses and educational IT, while more has been allocated to study trips.
- Copy dan is a fixed cost.
- BUflex and Skoleflex are covered 1:1 by the municipality.
- The cleaning budget has returned to normal after the credit nota from last year.
- The culinary school is budgeted with a deficit of 815.534 for 2024.
- The budget is tight but sustainable, and due to the nature of it, it will be monitored closely.

KKFO

- The KKFO budget looks good, and it is not as tight as the budget for Primary and Lower Secondary.
- We are bringing in some of the surplus from last year.
- There has been shortage of staff, both pedagogues and management, but new hires have been taken into account in this budget.

Decision:

The 2024 budgets for Primary, Lower Secondary, and the KKFO were approved.

5. Correction of prices in culinary school 2024 (decision) – 10 mins.

Annex 5.1 – Correction of prices in culinary school 2024

Purpose: To decide whether the school should raise the price per meal in culinary school in order to support their economy.

Julie Rørdam Thom presented the possibility of raising the price per meal in the culinary school in order to support their financial situation, as they post a large deficit.

The suggestion by management and staff is that meals for students in P0 – S7 is raised to 35kr and that meals for staff is raised to 40kr.

The board agreed that raising the prices to help the culinary school's financial situation is a good idea and emphasized the importance of financial aid from the municipality for those that need it.

Decision:

The board decided that meals for students in P0 – S7 is raised to 35kr and that meals for staff is raised to 40kr from 1st of April 2024.

6. New opening hours in the KKFO (decision) – 10 mins.

Annex 6.1 – Proposal of new KKFO opening hours

Annex 6.2 – BUF – Kortere åbningstid i dagtilbud

Purpose: Decision regarding the Children and Youth Committee's decision to cut back on opening hours in day-care and after school care facilities in connection with the budget agreement for 2024.



Julie Rørdam Thom presented management's proposal of new opening hours in the KKFO following the Children and Youth Committee's decision to cut back on opening hours in day-care and after school care facilities in connection with the budget agreement for 2024.

Management recommends proposal C, where the KKFO closes at 16:00 on Fridays during school weeks and during holidays. This creates the most coherence and will have the least impact on logistics of parents. The morning hours cannot be modified as they are not within the same budget, so these remain the same in all the different proposals.

Stéphanie Horion and Laure Conte inquired about the possibility for the KKFO to cut back on these hours by increasing closing days during holidays in order to save the same number of hours. Laura Mackenzie responded that the KKFO is not allowed to be closed for more than 7 days annually, so this is not possible.

It was emphasized that communication regarding this decision needs to be clear, and it must be noted that morning hours and holidays are not flexible for modification.

Decision:

The board approved proposal C, meaning that the KKFO will close on Fridays at 16:00 during school weeks and on Fridays at 16:00 during holidays. The change will take effect from 1st of May 2024.

7. Strategic Focus Point 2 and 3 (discussion) - 25 mins.

Annex 7.1 - Strategic Focus Points 2023-2024

Purpose: Discuss updates and inputs for strategic focus point 2, ESCPH whole school environment is a continuous focus point, and strategic focus point 3, ESCPH should be an environmentally sustainable school with green initiatives.

Helle Bjerre Degn presented strategic focus point 3, ESCPH should be an environmentally sustainable school with green initiatives. Management has looked at the last evaluation, where both staff and students were asked how strongly they feel that ESCPH is a sustainable school. Students feel more strongly than staff that ESCPH is a green school, so staff are very good at incorporating sustainability into their teaching. The evaluation will be done again.

We are doing many things under the umbrella of being a green school - theme week on life on land and life below water from the 17 sustainable development goals, teachers mark climate and citizenship in their key competences, climate is part of the curriculum in European Hours and Discovery of the World, nature counsellor focusing on green areas around the school, sorting food waste, food waste menu in the canteen, sustainability day for the whole school as well as our collaboration with the EEA.

Going forward it is a wish to develop a green school policy and to include the student councils more. It is also a wish to involve green areas even more with outdoor teaching and to focus more on saving energy and resources.

Kira Peter-Hansen asked whether the school has a policy for green transport when going on study trips. Helle Bjerre Degn responded that there is no such policy yet, but it is something that can be looked into with students.



Julie Rørdam Thom presented strategic focus point 2, ESCPH whole school environment is a continuous focus point. The whole school environment has grown a great deal this year – there have been social arrangements across year levels and language sections and whole school assemblies. It is challenging to structure collaborations between departments, so a framework for this should be developed. There are still difficulties with the shared spaces, but this is being worked on. The website and social media are also focused on as these online spaces help create a whole school environment.

There was a general wish for even more focus on school community.

8. ChatGPT/AI policy (discussion) – 10 mins.

Julie Rørdam Thom informed the board that the school is working on a policy on AI and ChatGPT that is to be added to the Upper Secondary Code of Conduct. The teachers in the Upper Secondary have had a professional development evening with a consultant that has worked with AI a lot in their teaching. The work with this policy and general knowledge on AI/ChatGPT will continue and it will be written into the Code of Conduct this spring.

Johan Lindell commented that most teachers are interested in using ChatGPT as a learning tool and involve students in how it works and what it does.

Blanka Erös commented that students feel that teachers are using it as a learning tool in class rather than an enemy. Among the students, it is also used for revision and creating flash cards.

9. Choice of L2 (discussion) – 10 mins.

Annex 9.1 – Choice of L2

Helle Bjerre Degn explained the concern that has followed with the introduction of L2 Danish. It is concerning that the school will become Danish/English and even more Danish in Lower Secondary with subjects taught in L2. The school wishes to maintain its European Identity.

The suggestions are:

- To make it possible to change L2 in S1 to HCL
- To make it more visible that L3 Danish grants access to Danish universities
- That the KKFO will facilitate Danish-speaking workshops in the afternoon for Danish-speaking students that have not chosen L2 Danish.

It was commented that the phrasing “not a good fit” should be eased in the table overview in Annex 9.1.

The possibility of changing L2 in S1 to L2 Danish will be presented at the next meeting for nursery parents who will soon choose their children’s L2.

There was agreement among board members that this is a good idea for the school.

10. Collaboration with the EEA (orientation) – 10 mins.



Julie Rørdam Thom explained that there has been a meeting with the EEA with the purpose of discussing the information that is given to new EEA staff regarding the school. There is a wish on both sides for the communication to be clear, and an informational pamphlet is currently being worked on.

The board took note of the orientation.

11. Various updates and information - 10 mins.

Information from students

Upper Secondary

- The Upper Secondary student council is now active in the European Schools joint student council.
- The students are attending EuroNight in Germany which is an event for both type I and type II schools.
- There are also other events with gatherings all over Europe for European Schools students. The Upper Secondary wishes to take more part in this, as there is a great interest in a European community.
- The Upper Secondary student council is still working with the Parents Association to create a platform for Upper Secondary students to sign up for tutoring and baby-sitting services for other parents at the school.

Lower Secondary

- Lower Secondary students held a flea market in collaboration with the Parents Association that was a success.
- The Lower Secondary student council are currently working on a culture day, as there is a wish to promote the international spirit of the school.

Information from staff

Upper Secondary

- The Upper Secondary teachers have recently been through B-tests and pre-Bacs with the students.
- The Orientation Evening was successful and had many visitors.
- Taster Days in the Upper Secondary for 9th grade students was also successful.
- Our many visitors for Orientation Evening and Taster Days will hopefully show in the admissions after the deadline on 1 March.
- The S6s are looking forward to their study trip to Athens.

Information from management

There are screenings next week for the new nursery classes. There are going to be screened around 80 children for the English section and slightly less for the Danish section. 31 children will be screened for the French section.

Obligatory paternal leave can be felt around the school.



Holiday plan 2024-2025

(Annex 11.1 – ESCPH Holiday Plan 2024-2025)

The holiday plan for 2024/2025 is finalized. It is currently being discussed when to place the school day on a Saturday. The Upper Secondary will be doing exam preparations and Primary will be working on their musical.

Orientation regarding incident near the school

Julie Rørdam Thom informed the board that there was a stabbing incident near the school on 12th of February. The incident is not related to the school in any way and did not happen on the school premises. Staff and police handled the situation very well.

Staff will have a presentation of a new emergency response plan (PLOV) by Københavns Beredskab at a staff meeting on 29th of February.

The board took notes of the updates.

12. AOB - 5 mins.

There was a discussion regarding the children having to be outside in all types of weather in the morning from 7:45 until 8:00.

Helle Degn clarified that the children will be outside for fresh air before the school day begins and that they are expected to wear appropriate clothing.