



## Agenda for the European School Copenhagen School Board Meeting

Date: Thursday 13 September 2018  
Time: 16:30 – 18:30  
Venue: Retrorummet, Sankt Annæ, Sjælør Blvd. 135, 2500 Valby  
Members: Jonas Christoffersen, Hans Bruyninckx, Caroline Warner, Henriette Vollmers-Hansen, Suzanne Hampson, Rasmus Hornecker, Anette Holst, Hanne Schmidt  
Guests: Uri Harlam, Mette Sophie Skærlund  
Excuses: Poul Toftdahl  
Minutes: Stine Hvitved Leather

### Agenda:

- 1. Approval of the agenda (decision)**
  - 1.1. Annex – Agenda European School Board Meeting 13.09.2018
- 2. Approval of the minutes from the last board meeting (decision)**
  - 2.1. Annex – Minutes European School Board Meeting 07.06.2018
- 3. Board Annual Plan 2018/19 (decision) – 5 mins.**
  - 3.1. Annex – Draft Annual Plan for the ESCPH Board 2018-19
- 4. Evaluation of Strategic Focus Points 2017/18 (decision) – 5 mins.**
  - 4.1. Annex – Evaluation of the Strategic Focus Points 2017-18
- 5. Update on the future structure of the Boards (information) – 5 mins.**
- 6. Process for election of parent representatives on the Board (decision) – 10 mins.**
  - 6.1. Annex – Election Process and Campaign
- 7. School meeting on 2 October (decision) – 10 mins.**
  - 7.1. Annex – Draft Programme and Invitation to School Meeting
- 8. School Holiday Plan 2019/2020 (decision) – 5 mins**
  - 8.1. Annex – School Holiday Plan 2019/20 Options

- AGENDA CONTINUED NEXT PAGE -

Annex 1.1. Agenda European School Board Meeting 13.09.2018



- AGENDA CONTINUED -

**9. Accounts status (information) – 5 mins.**

1.1. Annex – ESCPH Accounts Status Aug 2018

**10. Preparations for the move to Carlsberg (information) – 5 mins.**

**11. School Year 2018/19 (information) – 30 mins.:**

- School start
- Start of Secondary
- Update from the After School Care
- Canteen and culinary school
- Food Summit 2018
- Nordplus

**12. AOB – 5 mins.**



## Minutes for the European School Copenhagen School Board Meeting

Date: Thursday 7 June 2018  
Time: 17:30 – 18:45 (followed by dinner)  
Venue: Retrorummet, Sankt Annæ Gymnasium, Sjælør Blvd. 135, 2500 Valby  
Members: Jonas Christoffersen, Poul Toftdahl, Caroline Warner, Henriette Vollmers-Hansen, Suzanne Hampson, Rasmus Hornecker, Anette Holst, Hanne Schmidt  
Guests: Mette Sophie Viuff Skærlund, Uri Harlam  
Excuses: Hans Bruyninckx, Charlotte Lee Høirup  
Minutes: Stine Hvitved Leather

### MINUTES

#### 1. Approval of the agenda (decision)

- 1.1. Annex – Agenda European School Board Meeting 07.06.2018

Jonas opened the meeting and suggested that the Board allow time for a brief discussion about the competences of the Board in advance of any decision about the future model for the Board. At the request of Henriette, it was agreed to discuss employment procedures under AOB. The agenda was then approved.

#### 2. Approval of the minutes from the last meeting (decision)

- 2.1. Annex – Minutes European School Board Meeting 17.04.2018

The Board approved the minutes from the last meeting.

#### 3. Strategic Focus Points (decision) – 30 mins.

- 3.1. Annex – Draft Strategic Focus Points 2018/19  
3.2. Annex – Status Evaluation Strategic Focus Points 2017/18

Hanne gave a brief status on the strategic focus points for 2017/18:

##### Focus Point 1 - After School Care:

- The school had a difficult start after the move but things are going well now. There is good collaboration between teachers and pedagogues through i.e. weekly meetings, and the day is looked at as one school day.



## Focus Point 2 - Values and identity:

- Last year we started working with the values in different ways. The theme week in August helped the children get acquainted with the first three values and others were introduced in the class. The values were shared on our website and at the annual school meeting. The aim is to make them visible around the new school.
- Henriette suggested it would be good to do more to build the relationship with the parents and ensure everyone understands what is expected of everyone.

## Focus Point 3 - New school in Carlsberg:

- During the last year, our teachers and other staff have given their input to the architects. This work will continue next school year during implementation.

## Focus Point 4 - Team work and visible learning:

- For the past two years, we have organised in-service training with Fagligt Center on visible learning and team work. This year, part of the focus has been on feedback culture in the team reflections and seminars, which has been well received.

A final evaluation of the focus points in 2017/18 will be provided at the Board meeting in September 2018.

Hanne gave a summary of the strategic focus points for 2018/19, which continue many of the themes from last year's focus points as we continue to develop and prepare for Carlsberg.

## Focus Point 1 - Values and European School identity

- This focus point is about creating a common identity through a three-pronged approach:
  - Children: Decorate the school, assemblies, theme weeks
  - Staff: getting to know the European School system, etc.
  - Parents: welcome/introduction meetings, social and class events.

## Focus Point 2 - Establishing school at Carlsberg

- The second focus point is about establishing the new school, particularly the physical environment and practical framework, e.g. the labs, class rooms, canteen/madskole, common areas, etc.

## Focus Point 3 - School development, harmonisation and financial sustainability

- The last focus point is more about the pedagogical and harmonisation is the key word to ensure we are one school. Some of the big challenges in 2017/18 will be recruitment and admission as well as establishing the financials/budget for Secondary.



Henriette mentioned that the parents would like to help with going home events, end of year party, etc. Hanne said it had been difficult to arrange as we have no place to gather in our temporary location.

Caroline added that international parents expect more of a welcome and Parents Association but it has been a struggle to get PA members.

Uri mentioned that there had been many events in the After School Care, including market days, international food week, Christmas events, etc.

It was agreed that parent involvement could be discussed further in the Parents Council.

The final strategic focus points will be presented at the Board meeting in September.

#### **4. Plan for election of parent representatives to the Board (decision) – 10 mins.**

##### **4.1. Annex – Draft plan for election of parent representatives to the Board**

Anette informed the Board that new parent representatives for the Board must be elected in the autumn and a plan has been put together in accordance with the Municipality's guidelines. Parents must notify the school of their candidacy. If there are more candidates than seats on the Board, the candidates can try to reach agreement about the seats (fredsvælg), or there will be an election, where parents vote for their preferred candidates.

Henriette suggested that members should be elected for two rather than four years so the new parents in Secondary and the French section also get a say. Jonas clarified that this is not possible to change now but can be raised if the Board model and bylaws are changed. The Board will discuss the potential new model for the Board at the next meeting on 13 September.

*The Board adopted the election plan and the school management will set the specific dates.*

*It was agreed to combine the annual school meeting with the parent candidates' presentations and have the meeting on 2 October.*

*It was also agreed that the Election Board will consist of Jonas, Anette and Henriette.*

Jonas then invited everyone to share their views regarding the composition of the Board in advance of any decision about the future model for the Board. It was discussed whether the Board members should have more hands-on experience with the school or be more strategic in nature. It was also felt that there could be merit in having members with more international strategy expertise and/or members with political clout/connections.



Preferences were put forward regarding the Gymnasium structure versus the Folkeskole structure. Currently the school operates with a mix of the two. Mette Sophie and Anette were both in favour of the Gymnasium structure. Anette said she thought the Board should have a combination of competences, including representatives from educational institutions.

Hans also added that there could be other structures and ways to provide input to the school.

*It was agreed that 'The future ESCPH Board' should be an item for discussion at the next meeting in September or November, depending on when the Board model is decided.*

*It was agreed to share and discuss different models at the next meeting, including what other international schools do.*

## **5. Annual School Meeting – date and content (decision) – 10 mins.**

See point 4. It was agreed to combine the annual school meeting with the presentations by the parent candidates for the Board and to have the meeting on 2 October. The meeting would be immediately followed by a 'fredsvalg' if possible.

## **6. Update and information – 20 mins.:**

- Recent activities and events at the school

Hanne said there was relief at the school that the labour market parties have reached agreement and there is no longer a threat of strike/lockout.

The school has had many great events and activities since the last Board meeting, including the hugely successful Book Day and international market week in the After School Care. The recent Tivoli trip was a great day out for all and included workshops organised by Skoletjenesten followed by rides with the parents. The 4<sup>th</sup> graders are preparing for their first rugby tournament and there have been coffee mornings and plays performed by the children in nursery class and 5<sup>th</sup> grade.

The school has hired several new staff, including Charlotte Høirup as new Head of Department, Primary. New teachers in Primary include Jeanett, who has worked in Shanghai and has been with the school for the last six months, as well as Vanessa, who will be the new L2 English teacher.

In Secondary, there are four new teachers – Madeleine who is currently working in Primary, Anne from the European School in Brussels, Patricia who comes from the IB system and Jakob, who has been a teacher in a Danish folkeskole.



The school is also in the process of hiring language teachers for French and German and a new cook for the canteen.

In the Administration, there are two new school secretaries – one will cover for Maria who is going on maternity leave and the other will take over from Dorthe and look after accounts/payroll, personnel issues.

Uri gave an update on the After School Care. The staff are going away on a pedagogical seminar focused on annual planning, values and focus areas, which include language and ICT, nature/environment, movement, democracy and culture, sports (particularly motor skills). One of the success projects of the last year has been the 'skating project' involving the After School Care going to a local ice skating rink. The school also subsequently went to see a game at the ice hockey championships.

## **7. AOB – 5 mins.**

Henriette raised the need for some clear employment procedures for parent representatives on the Board, who are involved in the recruitment process and part of the selection committee. These should cover questions such as:

- Who should represent the parents e.g. if a parent Board member is unable to attend?
- What is the timing of meetings/interviews?
- Can you be a part of the committee if you know some of the applicants?
- What happens in the event of disagreement in the committee?

Anette explained that the recruitment process is confidential but it is a good idea to write some procedures. Caroline added that a pre-determined list of questions would be good to have as well.

*It was agreed that a draft annual plan for the Board should be discussed at the first Board meeting of the school year in September.*



**DRAFT Annual Plan for the Board of the European School Copenhagen**

Meeting date	Planned agenda items
13 September 2018	<p>For decision:</p> <ul style="list-style-type: none"> <li>• Evaluation of the strategic focus points of the previous school year</li> <li>• Annual plan for the ESCPH Board</li> <li>• Holiday plan for next school year (submission to Campus Board)</li> <li>• Process for election of parent representatives to the Board</li> <li>• School meeting programme</li> </ul> <p>For information:</p> <ul style="list-style-type: none"> <li>• Accounts status update</li> <li>• Preparations for move to Carlsberg</li> <li>• Future structure of the Board</li> <li>• Update on the school, e.g.:               <ul style="list-style-type: none"> <li>○ School start</li> <li>○ Start of Secondary</li> <li>○ Update from After School Care</li> </ul> </li> </ul>
12 November 2018	<p>For decision:</p> <p>For information:</p> <ul style="list-style-type: none"> <li>• Welcome new parent representatives on the Board</li> <li>• Feedback from annual school meeting</li> <li>• Starting up Upper Secondary / 1g</li> <li>• Starting up French language section</li> <li>• Update on the school, e.g.:               <ul style="list-style-type: none"> <li>○ Recent events and activities</li> <li>○ New school at Carlsberg</li> <li>○ New staff</li> <li>○ Admissions</li> <li>○ Orientation evening</li> </ul> </li> </ul>
7 February 2019 (with Campus Board)	<p>For decision:</p> <p>For information:</p> <ul style="list-style-type: none"> <li>• Employee Satisfaction Survey (Municipality of Copenhagen)</li> <li>• Starting up Upper Secondary / 1g</li> <li>• Starting up French language section</li> <li>• Update on the school, e.g.:               <ul style="list-style-type: none"> <li>○ Recent events and activities</li> <li>○ New school at Carlsberg</li> <li>○ New staff</li> <li>○ Admission</li> </ul> </li> </ul>

Annex 3.1. Draft Annual Plan for the ESCPH Board 2018-19





Meeting date	Planned agenda items
24 April 2019	<p>For decision:</p> <ul style="list-style-type: none"> <li>• Previous year's accounts and next year's budget (ESCPH approval and submission to Campus Board)</li> </ul> <p>For information:</p> <ul style="list-style-type: none"> <li>• Employee Satisfaction Survey (Municipality of Copenhagen)</li> <li>• Starting up Upper Secondary / 1g</li> <li>• Starting up French language section</li> <li>• Update on the school, e.g.: <ul style="list-style-type: none"> <li>○ Recent events and activities</li> <li>○ New staff</li> <li>○ Admissions</li> </ul> </li> </ul>
13 June 2019  (Strategy seminar with Campus and SAG Boards followed by ESCPH Board meeting)	<p>For decision:</p> <ul style="list-style-type: none"> <li>• Strategic focus points for the next school year (for approval by ESPCH)</li> <li>• Meeting dates for the three Boards next school year (Campus, SAG, ESCPH Board approval)</li> <li>• Date and preparation for annual school meeting in September</li> </ul> <p>For information:</p> <ul style="list-style-type: none"> <li>• Status update on the strategic focus points of the previous school year</li> <li>• Update on the school, e.g.: <ul style="list-style-type: none"> <li>○ Recent events and activities</li> <li>○ Starting up French language section and upper secondary</li> <li>○ New staff</li> <li>○ Admissions</li> </ul> </li> </ul>

**Additional ad hoc items for decision/approval include:**

- Policies
- Vision/mission/values
- Objectives
- Admission criteria
- Recruitment of senior management

**Items for information, which do not occur every year:**

- National examination of the students' wellbeing (Ministry of Education) – ESCPH is excluded from this survey
- Employee Satisfaction Survey (Municipality of Copenhagen) – every 2 years (expected spring 2019)
- Audit/Accreditation (European Schools Inspection) – every 3 years (expected 2020/21 school year)
- Quality Report (Municipality of Copenhagen) – every 2 years (expected 2019/20 school year)
- Election of new parent representatives and external members of the Board – every 4 years (expected spring 2022)

Annex 3.1. Draft Annual Plan for the ESCPH Board 2018-19

# Strategic Focus Points 2017/18 – ESCPH



Focus Point 1: European School After School Care			
<p><b>Description:</b></p> <p>As the school establishes its own After School Care (ASC), it is important that it operates in alignment with the school.</p>	<p><b>Objective:</b></p> <p>A strategy should be developed and implemented to ensure continuity between school and after school care and a common identity.</p> <p>Continuity between school and after school care through the integration of learning and play.</p> <p>Combine the Nordic pedagogical approach with the academic focus of the European School System.</p> <p>The school values are reflected in the way the After School Care operates.</p>	<p><b>Action plan:</b></p> <p>Establish a reading corner to encourage the joy of reading and perhaps a homework café to support the children <del>and</del> <b>parents</b> with homework. <b>Lack of space for homework café in our current location but we have established a reading corner. Homework café to be developed at Carlsberg.</b></p> <p>Work with the appropriate parties to ensure that the After School Care facilities meet our needs and objectives. <b>Still in progress as we are in temporary facilities. Good energy/enthusiasm shown by the pedagogues and collaboration with teachers.</b></p> <p>The school management will facilitate cooperation between teachers and pedagogues through regular meetings, working weekends and other initiatives. <b>See evaluation column.</b></p> <p>Teachers and pedagogues work together to develop activities linked to the school day e.g. use of ICT and language in after school care play and activities. <b>See evaluation column.</b></p> <p>Pedagogues devise play and other activities which celebrate the school's values, diversity, multilingual and multicultural aspects. <b>E.g. International Culture Week end of May.</b></p> <p>The school management will continue the introduction</p>	<p><b>Evaluation:</b></p> <p>Regular meetings have been held between teachers and pedagogues working in class. <b>The class teachers and class pedagogues have met on a weekly basis for one hour.</b></p> <p>Staff and pupils feel that the school values are present / visible in the ASC. <b>Still in progress as we are in temporary buildings.</b></p> <p>Activities have been organised which are linked to the school day/learning. <b>There is good handover. Examples of linked activities: Reading corner, Market Day, ICT projects, International Culture Week. Continues to</b></p>

# Strategic Focus Points 2017/18 – ESCPH



Focus Point 1: European School After School Care		
	<p>programme for new pedagogues, with an introduction to the European School System and the Nordic pedagogical approach. <b>Was held but not everyone was able to attend and we will therefore have a follow up programme for new staff at the beginning of next school year.</b></p>	<p><b>be a focus.</b></p> <p>Activities have been organised which celebrate the school's values, diversity, multilingual and multicultural aspects.</p>

# Strategic Focus Points 2017/18 – ESCPH



Focus Point 2: School Values and Identity			
<p><b>Description:</b></p> <p>In the first half of 2017, the school developed values with input from staff, pupils, parents and the Board to ensure engagement and ownership of the values. The next step is implementation of the values to ensure they are understood by all and 'lived' in all areas of the school and the school's after school care programme.</p>	<p><b>Objective:</b></p> <p>Staff, pupils and parents know and 'live' the values and use them as guiding principles.</p> <p>Prospective ESCPH families understand the school's values.</p>	<p><b>Action plan:</b></p> <p>The school management will ensure that the values and school's focus points are presented at the school meeting for all parents in September 2018. <b>The values were presented at the school meeting. Have also been shared on Intra/parent newsletter, website and intro-week for new teachers/pedagogues.</b></p> <p>A school wide event is held to celebrate the school, possibly following on from the school meeting for all parents. <b>Party planned for when we move to Carlsberg.</b></p> <p>The school will display the values in multiple languages around the school and the school's various media: Intra, website, newsletter. <b>Have created temporary displays during theme week. Student Council will work with the values in 2018/19. New displays planned at Carlsberg. Shared with new parents at introductory meeting.</b></p> <p>Teachers incorporate the values in the teaching by explaining and talking about the values with the children at assembly and other events during the school year (sing a song, make a film, art projects at school, etc.). <b>Most classes to some degree but will continue to be a focus.</b></p> <p>There will be a focus on the school's values and children's wellbeing at the parent teacher conferences. <b>This was included in the PT conferences and some</b></p>	<p><b>Evaluation:</b></p> <p>The values have been a focus of assembly and class activities. <b>Theme week, class as well as cross-class activities organised e.g. friendship activities.</b></p> <p>Evaluations by the teachers show that the pupils have a good understanding of the values. <b>We have worked with the first three values during theme week in autumn 2018 but do not have our own space for displaying the values around the school. The values are used in circle time and in day-to-day dealings with the children, including the playground. The children are hearing</b></p>

# Strategic Focus Points 2017/18 – ESCPH



Focus Point 2: School Values and Identity			
		<p>classes had visitors from Save the Children regarding digital safety and awareness.</p>	<p>and connect with the words more but do not yet have a deep understanding of them.</p> <p>The values have been communicated through a variety of media and are visible around the school. In progress, e.g. shared at school meeting, on Intra and on website.</p>

# Strategic Focus Points 2017/18 – ESCPH



Focus Point 3: New School at Carlsberg			
Description:	Objective:	Action plan:	Evaluation:
<p>It is important that we have a plan and prepare for our expansion and move to Carlsberg.</p> <p>The school at Carlsberg should be aligned to our values, academic and pedagogical approach and aspirations.</p> <p>This will involve considerations and decisions regarding furniture, space design and layout, purchase of materials and equipment, and the recruitment of competent teachers and staff.</p>	<p>The school's 'soul' (vision, values, objectives) should be reflected in both the physical and pedagogical environment at Carlsberg.</p> <p>We have the best possible facilities for teaching, learning and play.</p>	<p>Establish a working group involved in the process to organise the class rooms and common rooms, after school care and other facilities in cooperation with the school's management and health and safety representative/arbejdsmiljørepræsentant. <b>In the autumn 2017, there was an all-staff meeting at Carlsberg where the plans for the school were presented. During the school year, staff working groups have been invited to give input to the architects. Uri, Hanne and Anette have been in regular communication with the Municipality and architects regarding the new school. Presentations about the new school have also been organised for the inspectors, PC and Board. At the beginning of the 2018/19 school year, all the school's staff were given a tour of the new school.</b></p> <p>Commence preparations for developing the Learning Centre, e.g. purchasing of books, catalogues of information, etc. <b>A lot has been purchased but work needs to be undertaken to catalogue and organise the PLC. Considering enlisting student or volunteer parents.</b></p> <p>Plan and implement a strategy to purchase equipment and materials for the gym, music room, labs, etc. <b>Huge selection of equipment has been purchased for the gym at Carlsberg as well as a lot of ICT/interactive learning tools and equipment. Some equipment has also been purchased for the music room.</b></p>	<p>Working groups have had didactic discussions regarding the school environment. <b>Yes, and some influence on the environment However, it is a Turnkey project and therefore largely decided by the architects and project managers.</b></p> <p>Working groups have developed a plan for purchasing furniture and materials. <b>See column on the left.</b></p> <p>Essential communications and plans have been prepared for moving to Carlsberg. <b>Some – e.g. new holiday plan considers the</b></p>

# Strategic Focus Points 2017/18 – ESCPH



Focus Point 3: New School at Carlsberg		
	<p>Develop and implement a recruitment plan for Primary, including the new language section. <b>Staff recruited for next school year in both Primary and Secondary. Work is yet to commence with regards to recruitment for the new language section.</b></p> <p>Prepare documentation and communications in preparation for the move and operation of the new school. <b>Meetings have been held between management and the architects responsible for the move. Meetings have also been held between Københavns Madhus, the Municipality and the school's management with a view to set up the new canteen/culinary school.</b></p> <p>A special working group should also be established to plan for the Secondary school with resources from Sankt Annæ Gymnasium. <b>Staff from SAG were represented in the Secondary working group with the architects.</b></p>	<p>move, presentations to PC and Board by architects.</p> <p>A cook has been recruited who has experience setting up and running a canteen/culinary school. Work is in progress to recruit additional staff for the canteen.</p> <p>Teacher appointed to coordinate canteen together with the cook and school management.</p>

# Strategic Focus Points 2017/18 – ESCPH



Focus Point 4: Team Work and Visible Learning			
<p><b>Description:</b></p> <p>With a lot of new staff and a constantly growing number of staff, it is important that we carry on with our induction programme and continue to develop the skills and talents of our people.</p> <p>It is also crucial that we develop our ability for team work – at the class level, section and year level - to enhance collaboration and harmonisation and learning from one another.</p> <p>There should be a focus on team work structure, communications and feedback culture and there is a need to continue using visible learning to put focus on differentiation and learning strategies.</p>	<p><b>Objective:</b></p> <p>To enhance team work among the teachers and the teachers and pedagogues for effectiveness, harmonisation, and the building of a cohesive identity.</p>	<p><b>Action plan:</b></p> <p>Teachers take initiative to organise regular meetings at class, year and section level corresponding to the focus required. <b>Class meetings are held weekly and the sections have been cooperating regarding assessment. Year level meetings have been organised as team reflections with Fagligt Center with a focus on feedback culture.</b></p> <p>New teachers will get an introduction to principles of team work by Fagligt Center, who will also organise team reflections for all the teachers with a focus on different topics, e.g. visible learning and language. <b>The in-service training by Fagligt Center has been implemented as agreed with:</b></p> <ul style="list-style-type: none"> <li>• Workshop focusing on visible learning and professional learning communities</li> <li>• Team reflections with focus on team work with visible learning and team collaboration</li> <li>• Workshop focusing on feedback</li> </ul> <p>The meetings have been well structured and meaningful for staff and very practice-oriented. Some teachers, especially in the English section, had more knowledge of visible learning in advance and therefore did not feel that they benefited as much as their peers. On the other hand, they have noticed the lack of focus on common learning through didactic conversations in the team.</p>	<p><b>Evaluation:</b></p> <p>The teachers experience that their team work has become more structured and effective. <b>See comments in the column to the left.</b></p> <p>The teachers experience that the teamwork has helped to develop the focus on visible learning and language and literacy. <b>There is good knowledge of both visible learning and feedback in the teams. The focus on feedback culture has been particularly useful to the teachers. There has been greater emphasis on teamwork and what common learning can</b></p>



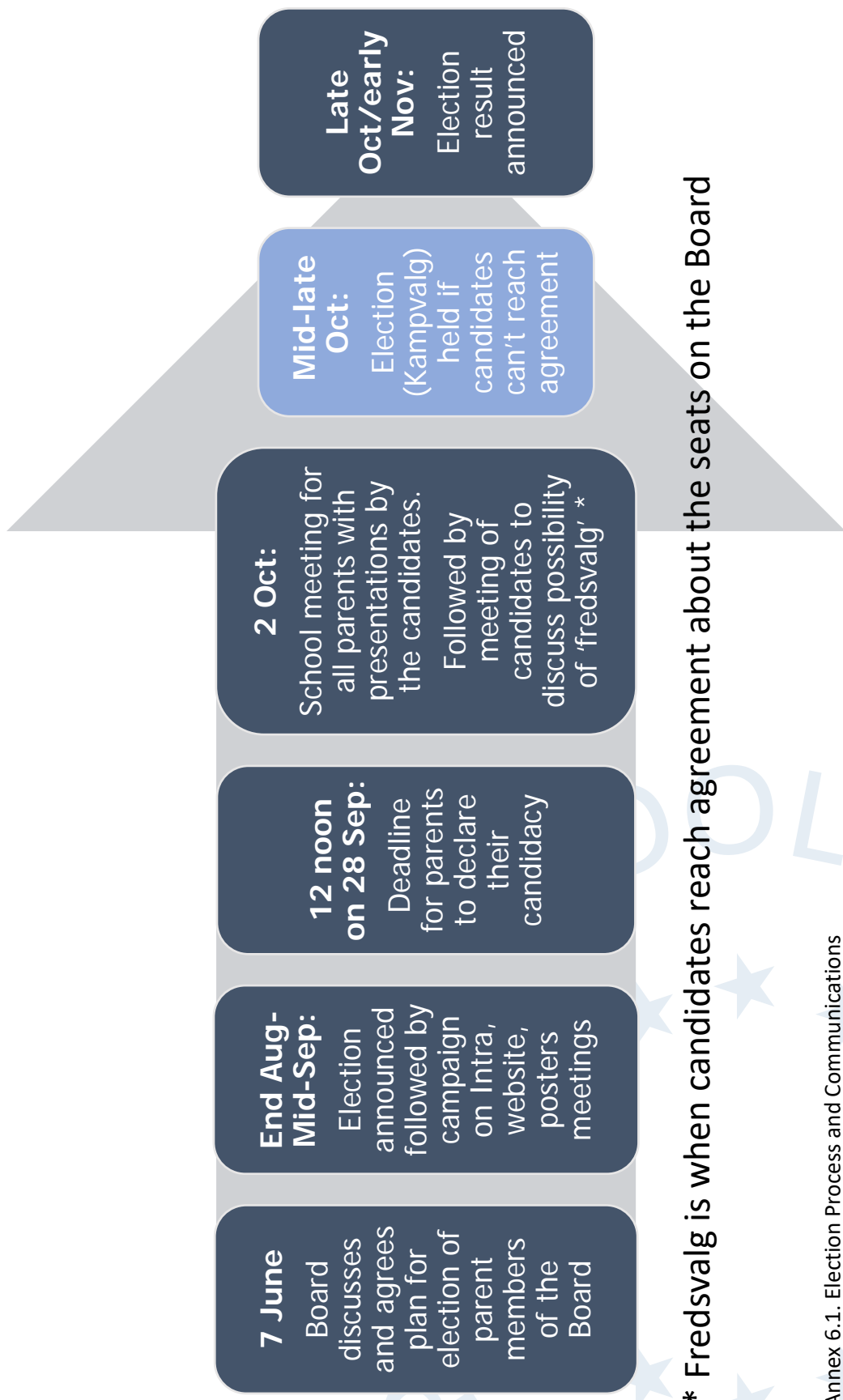
# Strategic Focus Points 2017/18 – ESCPH



Focus Point 4: Team Work and Visible Learning		
<p>The team work should also focus on developing the pupil's language and literacy.</p>	<p>The school needs to continue its efforts to create a common framework for teamwork, so all teams have:</p> <ul style="list-style-type: none"> <li>• Clear goals and expectations</li> <li>• Data to evaluate practice and decide next steps</li> <li>• Systematic joint focus and didactic conversations in the team, e.g. through the agenda template.</li> </ul> <p>Goals and expectations must also be adapted to the upcoming moving process, so the focus can be maintained.</p> <p>In the 2018/19 school year, the school has been given the opportunity for one of the teachers to participate in AP Møller's visible learning programme, which will enable even greater focus on feedback in the individual teams.</p>	<p>do for the students' learning. However, there is still a need to help the teams develop a common framework for the didactic discussions. The many tasks associated with the move to Kirsebærhaven Skole delayed the team reflections and resulted in less time for development.</p> <p>The teachers experience that the teamwork has developed the pupil's learning in terms of setting up goals. See comments above and in the column on the left.</p>



# European School Board Election 2018 - Key Dates and Process



\* Fredsvalg is when candidates reach agreement about the seats on the Board



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**Stine Hvitved Leather** for all teachers and parents in ODK, 0EN, P1DK, P1EN, P2DK and 9 others

31 Aug 2018

### WOULD YOU LIKE TO RUN FOR THE BOARD OF THE EUROPEAN SCHOOL COPENHAGEN?

ELECTION OF PARENT REPRESENTATIVES ON THE BOARD OF THE EUROPEAN SCHOOL COPENHAGEN AND SCHOOL MEETING FOR ALL PARENTS ON 2 OCTOBER

During autumn 2018, four parent representatives must be elected to the Board of the European School Copenhagen. As a minimum, one must be a representative from the Primary school (which includes Nursery) and one a representative from the Secondary school. Two deputies must also be elected. The parent Board members are elected for a four-year term, beginning 1 October 2018.

As the school is a part of Sankt Annæ Gymnasium, two of the elected parent members must also represent the school in the overall Campus Board (one from Secondary and one from Primary).

If you would like to run for parent representative on the Board, you must announce your candidacy by noon on Friday 28th September 2018 via email to Stine Hvitved Leather at [GK8V@kk.dk](mailto:GK8V@kk.dk).

The Board is inviting all parents to a school meeting on Tuesday 2nd October, at the new school in Carlsberg Byen, where all the candidates will have an opportunity to introduce themselves.

If there are more candidates than there are seats available on the Board, the candidates will try to reach agreement. If the candidates do not reach agreement, there will be an election, in which the parents vote to decide who will be the parent representatives on the Board.

See election process and key dates attached.

More information about the Board's composition and rules of procedure can be found on the school's [website](#).

[Election process final.pdf](#)

Show less



**Jens Trapp Jeppesen** for all teachers

31 Aug 2018

#### Kontor

break duties

Attached

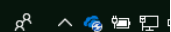
[break duties week 34 to 41.pdf](#)



**Stine Hvitved Leather** for all teachers and parents in ODK, 0EN, P1DK, P1EN, P2DK and 9 others

28 Aug 2018

**IMPORTANT MESSAGE REGARDING MORNING DROP OFF**



Would you like to run  
for the European  
School Board?



Announce your candidacy  
by 12 noon, 28 Sep 2018.

**Election of parents for the  
School Board 2018**

– Get involved and run



European School  
meeting for all parents  
on Tue 2 October 2018  
at 16:30.



More details on Intra.

**Election of parents for the  
School Board 2018**

– Get involved and run



# You are invited to the European School Meeting

Dear parents,

The Board of the European School Copenhagen would like to invite you to the European School Copenhagen's annual school meeting:

**Tuesday 2<sup>nd</sup> October 2018**

**16:30-18:30**

**At our new school**

**Ny Carlsbergvej 99, 1799 København V**

The meeting will be chaired by Jonas Christoffersen, Chairman of the Board of the European School Copenhagen.

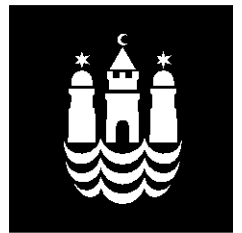
**Programme:**

- Welcome
- The work of the European School Board
- Secondary and the development of the European School
- Information from the Parents Association
- New canteen and culinary school
- Process for election of parent representatives on the Board
- Brief presentations by the candidates
- Presentation about the new school building
- Tour of the new school

Warm regards,

The Board of the European School Copenhagen

**NB! Please ensure you register for the school meeting on Intra and note that the meeting is for parents only.**



# 19/20 - Long Ascension / Kr. Himmelfart

Jul	Aug	Sep	Okt	Nov	Dec	Jan	Feb	Mar	Apr	Maj	Jun
M 1 27	T 1 •	S 1	T 1	F 1	S 1	O 1 Nyårsdag	L 1	S 1	O 1 •	F 1	M 1 2.
T 2 •	F 2	M 2	O 2	L 2	M 2	T 2	S 2 •	M 2 •	T 2	L 2	T 2
O 3	L 3	T 3	T 3	S 3	T 3	F 3 •	M 3	T 3	F 3	S 3	O 3
T 4	S 4	O 4	F 4	M 4 •	45 O 4 •	L 4	T 4	O 4	L 4	M 4	T 4
F 5	M 5	T 5	L 5 •	T 5	T 5	S 5	O 5	T 5	S 5 Palmesøn	T 5	F 5 O
L 6	T 6	F 6 •	S 6	O 6	F 6	M 6	T 6	F 6	M 6	O 6	L 6
S 7	O 7 •	L 7	M 7	T 7	L 7	T 7	F 7	L 7	T 7	T 7 O	S 7
M 8	T 8	S 8	T 8	F 8	S 8	O 8	L 8	S 8	O 8 O	F 8 Bededag	M 8
T 9 •	F 9	M 9	O 9	L 9	M 9	T 9	S 9 O	M 9 O	T 9 Skærtorsd	L 9	T 9
O 10	L 10	T 10	T 10	S 10	T 10	F 10	M 10	T 10	F 10 Langfreda	S 10	O 10
T 11	S 11	O 11	F 11	M 11	46 O 11	L 11	T 11	O 11	L 11	M 11	T 11
F 12	M 12	T 12	L 12	T 12 O	T 12 O	S 12	O 12	T 12	S 12 Påskedag	T 12	F 12
L 13	T 13	F 13	S 13 O	O 13	F 13	M 13	T 13	F 13	M 13 2.	O 13	L 13 O
S 14	O 14	L 14 O	M 14	T 14	L 14	T 14	F 14	L 14	T 14	T 14 O	S 14
M 15	T 15 O	S 15	T 15	F 15	S 15	O 15	L 15 •	S 15	O 15 •	F 15	M 15
T 16 O	F 16	M 16	O 16	L 16	M 16	T 16	S 16	M 16 •	T 16	L 16	T 16
O 17	L 17	T 17	T 17	S 17	T 17	F 17 •	M 17	T 17	F 17	S 17	O 17
T 18	S 18	O 18	F 18	M 18	47 O 18	L 18	T 18	O 18	L 18	M 18	T 18
F 19	M 19	T 19	L 19	T 19 •	T 19 •	S 19	O 19	T 19	S 19	T 19	F 19
L 20	T 20	F 20	S 20	O 20	F 20	M 20	T 20	F 20	M 20	O 20	L 20
S 21	O 21	L 21	M 21	T 21	L 21	T 21	F 21	L 21	T 21	T 21 Kr. Himmelfartsdag	S 21 •
M 22	T 22	S 22 •	T 22	F 22	S 22	O 22	L 22	S 22	O 22	F 22 •	M 22
T 23	F 23 O	M 23	O 23	L 23	M 23	T 23	S 23 •	M 23	T 23 •	L 23	T 23
O 24	L 24	T 24	T 24	S 24	T 24	F 24 •	M 24	T 24 •	F 24	S 24	O 24
T 25 O	S 25	O 25	F 25	M 25	48 O 25 Juledag	L 25	T 25	O 25	L 25	M 25	T 25
F 26	M 26	T 26	L 26	T 26 •	T 26 Juledag	S 26	O 26	T 26	S 26	T 26	F 26
L 27	T 27	F 27	S 27	O 27	F 27	M 27	T 27	F 27	M 27	O 27	L 27
S 28	O 28	L 28 •	M 28	T 28	L 28	T 28	F 28	L 28	T 28	T 28	S 28 •
M 29	T 29	S 29	T 29	F 29	S 29	O 29	L 29	S 29	O 29	F 29	M 29
T 30	F 30 •	M 30	O 30	L 30	M 30	T 30	T 30	M 30	T 30 •	L 30 •	T 30
O 31 23 arbejdsdage	L 31 22 arbejdsdage	T 31 21 arbejdsdage	T 31 23 arbejdsdage	T 31 21 arbejdsdage	T 31 20 arbejdsdage	F 31 22 arbejdsdage	T 31 20 arbejdsdage	T 31 22 arbejdsdage	T 31 19 arbejdsdage	S 31 19 arbejdsdage	T 31 21 arbejdsdage

## Holiday plan for SAG

### Proposed additional holidays at ESCPH:

- 5 extra days off in August
- 2 extra days at Christmas (two full weeks off at Christmas)
- 3 extra days off around Ascension Day (1 full week off)

# 19/20 - Long Easter Holiday

Jul	Aug	Sep	Okt	Nov	Dec	Jan	Feb	Mar	Apr	Maj	Jun
M 1 27	T 1 •	S 1	T 1	F 1	S 1	O 1 Nylårsdag	L 1	S 1	O 1 •	F 1	M 1 2. 23
T 2 •	F 2	M 2	O 2	L 2	M 2	T 2	S 2 •	M 2 •	T 2	L 2	T 2
O 3	L 3	T 3	T 3	S 3	T 3	F 3 •	M 3	T 3	F 3	S 3	O 3
T 4	S 4	O 4	F 4	M 4 •	45 O 4 •	L 4	T 4	O 4	L 4	M 4	T 4
F 5	M 5	T 5	L 5 •	T 5	T 5	S 5	O 5	T 5	S 5 Palmesøn	T 5	F 5 O
L 6	T 6	F 6 •	S 6	O 6	F 6	M 6	T 6	F 6	M 6	O 6	L 6
S 7	O 7 •	L 7	M 7	T 7	L 7	T 7	F 7	L 7	T 7	T 7 O	S 7
M 8	T 8	S 8	T 8	F 8	S 8	O 8	L 8	S 8	O 8 O	F 8 Bededag	M 8
T 9 •	F 9	M 9	O 9	L 9	M 9	T 9	S 9 O	M 9 O	T 9 Skærtorsd	L 9	T 9
O 10	L 10	T 10	T 10	S 10	T 10	F 10	M 10	T 10	F 10 Langfreda	S 10	O 10
T 11	S 11	O 11	F 11	M 11	46 O 11	L 11	T 11	O 11	L 11	M 11	T 11
F 12	M 12	T 12	L 12	T 12 O	T 12 O	S 12	O 12	T 12	S 12 Påskedag	T 12	F 12
L 13	T 13	F 13	S 13 O	O 13	F 13	M 13	T 13	F 13	M 13 2.	O 13	L 13 •
S 14	O 14	L 14 O	M 14	T 14	L 14	T 14	F 14	L 14	T 14	T 14 •	S 14
M 15	T 15 O	S 15	T 15	F 15	S 15	O 15	L 15 •	S 15	O 15 •	F 15	M 15
T 16 O	F 16	M 16	O 16	L 16	M 16	T 16	S 16	M 16 •	T 16	L 16	T 16
O 17	L 17	T 17	T 17	S 17	T 17	F 17 •	M 17	T 17	F 17	S 17	O 17
T 18	S 18	O 18	F 18	M 18	47 O 18	L 18	T 18	O 18	L 18	M 18	T 18
F 19	M 19	T 19	L 19	T 19 •	T 19 •	S 19	O 19	T 19	S 19	T 19	F 19
L 20	T 20	F 20	S 20	O 20	F 20	M 20	T 20	F 20	M 20	O 20	L 20
S 21	O 21	L 21	M 21	T 21	L 21	T 21	F 21	L 21	T 21	T 21 Kr. himmelfartsdag	S 21 •
M 22	T 22	S 22 •	T 22	F 22	S 22	O 22	L 22	S 22	O 22	F 22 •	M 22
T 23	F 23 •	M 23	O 23	L 23	M 23	T 23	S 23 •	M 23	T 23 •	L 23	T 23
O 24	L 24	T 24	T 24	S 24	T 24	F 24 •	M 24	T 24 •	F 24	S 24	O 24
T 25 •	S 25	O 25	F 25	M 25	48 O 25 Juledag	L 25	T 25	O 25	L 25	M 25	T 25
F 26	M 26	T 26	L 26	T 26 •	T 26 Juledag	S 26	O 26	T 26	S 26	T 26	F 26
L 27	T 27	F 27	S 27	O 27	F 27	M 27	T 27	F 27	M 27	O 27	L 27
S 28	O 28	L 28 •	M 28	T 28	L 28	T 28	F 28	L 28	T 28	T 28	S 28 •
M 29	T 29	S 29	T 29	F 29	S 29	O 29	L 29	S 29	O 29	F 29	M 29
T 30	F 30 •	M 30	O 30	L 30	M 30	T 30	T 30	M 30	T 30 •	L 30 •	T 30
O 31 23 arbejdsdage	L 31 22 arbejdsdage	T 31 21 arbejdsdage	T 31 23 arbejdsdage	T 31 21 arbejdsdage	T 31 20 arbejdsdage	F 31 22 arbejdsdage	T 31 20 arbejdsdage	T 31 22 arbejdsdage	T 31 19 arbejdsdage	S 31 19 arbejdsdage	T 31 21 arbejdsdage

## Holiday plan for SAG

### Proposed additional holidays at ESCPH:

- 5 extra days off in August
- 2 extra days at Christmas (two full weeks off at Christmas)
- 4 extra days at Easter (two full weeks off at Easter)

### Additional day of work / school - European School Day



# 19/20 - Long Christmas

Jul	Aug	Sep	Okt	Nov	Dec	Jan	Feb	Mar	Apr	Maj	Jun
M 1 27	T 1 •	S 1	T 1	F 1	S 1	O 1 Nylårsdag	L 1	S 1	O 1 •	F 1	M 1 2. 23
T 2 •	F 2	M 2	O 2	L 2	M 2	T 2	S 2 •	M 2 •	T 2	L 2	T 2
O 3	L 3	T 3	T 3	S 3	T 3	F 3 •	M 3	T 3	F 3	S 3	O 3
T 4	S 4	O 4	F 4	M 4 •	45 O 4 •	L 4	T 4	O 4	L 4	M 4	T 4
F 5	M 5	T 5	L 5 •	T 5	T 5	S 5	O 5	T 5	S 5 Palmesøn	T 5	F 5 O
L 6	T 6	F 6 •	S 6	O 6	F 6	M 6	T 6	F 6	M 6	O 6	L 6
S 7	O 7 •	L 7	M 7	T 7	L 7	T 7	F 7	L 7	T 7	T 7 O	S 7
M 8	T 8	S 8	T 8	F 8	S 8	O 8	L 8	S 8	O 8 O	F 8 Bededag	M 8
T 9 •	F 9	M 9	O 9	L 9	M 9	T 9	S 9 O	M 9 O	T 9 Skærtorsd	L 9	T 9
O 10	L 10	T 10	T 10	S 10	T 10	F 10	M 10	T 10	F 10 Langfreda	S 10	O 10
T 11	S 11	O 11	F 11	M 11	46 O 11	L 11	T 11	O 11	L 11	M 11	T 11
F 12	M 12	T 12	L 12	T 12 O	T 12 O	S 12	O 12	T 12	S 12 Påskedag	T 12	F 12
L 13	T 13	F 13	S 13 O	O 13	F 13	M 13	T 13	F 13	M 13 2.	O 13	L 13 O
S 14	O 14	L 14 O	M 14	T 14	L 14	T 14	F 14	L 14	T 14	T 14	S 14
M 15	T 15 O	S 15	T 15	F 15	S 15	O 15	L 15 •	S 15	O 15 •	F 15	M 15
T 16 O	F 16	M 16	O 16	L 16	M 16	T 16	S 16	M 16 •	T 16	L 16	T 16
O 17	L 17	T 17	T 17	S 17	T 17	F 17 •	M 17	T 17	F 17	S 17	O 17
T 18	S 18	O 18	F 18	M 18	47 O 18	L 18	T 18	O 18	L 18	M 18	T 18
F 19	M 19	T 19	L 19	T 19 •	T 19 •	S 19	O 19	T 19	S 19	T 19	F 19
L 20	T 20	F 20	S 20	O 20	F 20	M 20	T 20	F 20	M 20	O 20	L 20
S 21	O 21	L 21	M 21	T 21	L 21	T 21	F 21	L 21	T 21	T 21 Kr. himmelfærsdag	S 21 •
M 22	T 22	S 22 •	T 22	F 22	S 22	O 22	L 22	S 22	O 22	F 22 •	M 22
T 23	F 23 •	M 23	O 23	L 23	M 23	T 23	S 23 •	M 23	T 23 •	L 23	T 23
O 24	L 24	T 24	T 24	S 24	T 24	F 24 •	M 24	T 24 •	F 24	S 24	O 24
T 25 •	S 25	O 25	F 25	M 25	48 O 25 Juledag	L 25	T 25	O 25	L 25	M 25	T 25
F 26	M 26	T 26	L 26	T 26 •	T 26 Juledag	S 26	O 26	T 26	S 26	T 26	F 26
L 27	T 27	F 27	S 27	O 27	F 27	M 27	T 27	F 27	M 27	O 27	L 27
S 28	O 28	L 28 •	M 28	T 28	L 28	T 28	F 28	L 28	T 28	T 28	S 28 •
M 29	T 29	S 29	T 29	F 29	S 29	O 29	L 29	S 29	O 29	F 29	M 29
T 30	F 30 •	M 30	O 30	L 30	M 30	T 30	S 30	M 30	T 30 •	L 30 •	T 30
O 31 23 arbejdsdage	L 31 22 arbejdsdage	T 31 21 arbejdsdage	T 31 23 arbejdsdage	T 31 21 arbejdsdage	T 31 20 arbejdsdage	F 31 22 arbejdsdage	T 31 20 arbejdsdage	T 31 22 arbejdsdage	T 31 19 arbejdsdage	S 31 19 arbejdsdage	T 31 21 arbejdsdage

## Holiday plan for SAG

### Proposed additional holidays at ESCPH:

5 extra days off in August

5 extra days at Christmas (two and a half weeks off at Christmas)

Annex 8.1. School Holiday Plan 2019-20 Options

