



## Minutes from the European School Copenhagen School Board Meeting

Date: Thursday 23 April 2020  
Time: 16:30 – 18:00  
Venue: Via Microsoft Teams  
Members: Jonas Christoffersen, Hans Bruyninckx, Christen Bagger, Rikke Karlsson, Eskil Berg Kappel, Caroline Warner, Suzanne Hampson, Rasmus Hornecker, Tim Ford, Anette Holst, Julie Rørdam Thom, Dwaj Prakash Jethani, Shireen Noor Rasool Elahi Panah  
Guests: Helle Bjerre Degn, Hella Helvig Jensen  
Excuses:  
Minutes: Stine Hvitved Leather

### Minutes

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

- 1.1 Annex – Agenda European School Board meeting 23.04.2020

Decision:

- The agenda was approved with no comments.

#### 2. Approval of the minutes from the last meeting (decision) – 1 min.

- 2.1 Annex – Minutes from the European School Board meeting 31.03.2020

Decision:

- The Board approved the minutes with the following addition to item 4: “The Board took note that the parents and students would have liked to have been involved in the decision about L4 and would like to be consulted in any future process.”

#### 3. Accounts 2019 and Budgets 2020 (decision) – 10 mins.

- 3.1 Annex – 4072\_Budget oversigt 2020\_Inkl. madskole\_EN  
3.2 Annex – Budget Upper Secondary 2020  
3.3 4072\_R-opfølg\_2019

JC explained that the Campus Board had met and approved the budgets and accounts subject to the approval of the ESCPH Board. HHJ presented the accounts and budgets to the Board:

#### Notes to the 2019 Accounts

- An appropriation of approx. DKK 500,000 is expected from the Municipality to cover various building costs. With the additional appropriation, a surplus of around DKK 200,000 can be carried over to next year's budget.

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- The After School Care (KKFO) has a surplus of DKK 350,000, ca. 4,94% of the total appropriation (DKK 350,000). Max. 4% of the total budget can be carried over to next year's budget.

Decision:

- The Board approved the 2019 accounts.

#### Notes to the 2020 Budgets

- The school's budget is tight in 2020.
- New teachers starting in August are factored into the budget.
- Additional costs associated with COVID-19, e.g. to cover extra staff, will be refunded by the Municipality.
- The budget for the culinary school is shown separately but any surplus or deficit is covered by the school. A deficit is expected in the culinary school in 2020 due to additional costs for maternity cover. It is not yet known how much COVID-19 will impact the culinary school and if the Municipality will cover any added costs. The culinary school will open when the Municipality gives the green light and food will be served in the classrooms.
- The After School Care has more room to manoeuvre in their budget. The budget also includes costs associated with hiring additional staff.
- The Upper Secondary budget includes grants from the Municipality and Ministry of Education.

Decision:

- The Board approved the 2020 Budget for the School, including Upper Secondary and After School Care.

#### **4. Update on strategic focus point 2: Evaluation and assessment to ensure academic progression of all students - 30 mins.**

4.1 Annex - EvaluationFocusPoint2Board\_21.04.2020

HBD and JRT presented the schools' plans for developing harmonised assessments and evaluation.

Key points:

- The European Schools do not have a common system to evaluate students and this is why the school needs to create its own assessments, harmonised across the language sections.
- It was discussed what the school should evaluate/measure against. JRT explained that the objective is to assess if students have reached the learning goals. TF added that the European Schools are based on a criteria reference system and the criteria are the benchmarks we need to compare ourselves to. Our assessments must therefore be developed with the final goals in mind - what they need to know in the S6 and S7 exams. There is also some test data from S4 and S5.



Decision:

- It was decided that the school would send the slide deck to the parent representatives on the Board so they can share it via the parent Facebook group.

## **5. Outcome of the meeting with UFM and UVM regarding conversion of the new EB grading scale - 10 mins.**

5.1 Annex - Follow-Up UFM/UVM Meeting 15.04.2020

EKB, CB, JRT, JC and MSS met with representatives from UVM and UFM to discuss conversion of the new EB grading scale. The Ministries will not change the conversion of the new EB grading scale. It was discussed how the school could communicate the high academic standard of ESCPH and the EB programme to universities/higher education institutions in other ways.

JRT presented a number of ideas to ensure that ESCPH graduates are recognised for their education and we share the positive narrative about the school:

- Graduation cover letter with information about language section, number of subjects taken at A-level, etc. The plan is to show this to prospective new students at the info evening in January.
- Information for universities/higher education institutions about the ES system and ESCPH and talk to career/study counsellors.
- More information on the school's website.

CB suggested that the school would benefit from an ambassador in the Ministry or the Municipality and JRT said she would communicate the issues to the Municipality.

Decision:

- The Board took note of the feedback and agreed to communicate it.
- It was decided to discuss the issue further at the September Board meeting.

## **6. Correction to the Holiday Plan 2020/21 (decision) - 5 mins.**

6.1 Annex - School Holiday Calendar 2020-2021\_Correction

Comment:

The earlier Board approved school holiday plan for 2020-21 incorrectly counted 191 school days instead of 190. It was proposed that the Pentecost/Pinse holiday be extended by one day (Tuesday 25 May 2021) to get down to 190 school days.

RK suggested that the extra holiday be placed in the autumn where there are fewer public holidays, but the school would like to place it in the spring to give the staff a day to plan the next school year.

Decision:

- The revised school holiday plan 2020-21 was approved by the Board.



## **7. Various information - 15 mins.**

- COVID-19 status update

HBD informed the Board of the re-opening of the primary classes following the COVID-19 school closure. The emphasis right now is on L1 (mother tongue) and maths but further subjects will be added when possible. The parents receive regular information about the new school day via Aula.

CW raised that parking was a bit of an issue with the new drop-off and pick-up routines because the "kiss and ride" hours are organised around the normal school schedule. HBD will look into this.

RK expressed concern that L2 had not been prioritised, especially French. HBD explained that the new restrictions mean that the children need to stay in their small class groups and can't mix with other children for L2. The teachers are also not allowed to move from one class group to another. The school is looking into the possibility of L2 virtual teaching or homework.

JRT gave the Board an update on the distance learning in secondary, which is continuing at least until we know more in May. The school is using Microsoft Teams for schoolwork and virtual meetings with the students. The aim is at least one virtual meeting with the students per day. It was raised that this was not happening in all classes. JRT will follow up with the teachers.

- Update on the preparations for upper secondary

The school is running a campaign (via ads, website, Facebook) to recruit more applicants for the new S5 (upper secondary) classes as there are still spaces available. A poster/flyer has been prepared and sent to relevant contacts and the Board was encouraged to share this with their networks. A few students have already been showing interest in applying.

An information meeting for new parents and students in upper secondary is planned for 4<sup>th</sup> June. JRT will contact the parent representatives about attending.

- Admissions status

The English and Danish nursery classes are full. All the successful applicants were in the A and B1 admission categories. There are currently 19 students admitted in the French nursery class and five students are being screened.

There are some sibling applicants, who have not been admitted because they fall in a lower admission category. These families are of course very disappointed, and it is important that we make the parents understand that there is no sibling guarantee of admission.



The maximum number of students is 28 in each class and we are currently reserving a space in case of late category A applicants, who are entitled to admission.

- Swimming next school year

Next school year, Primary 4 students will start swimming lessons on Thursdays in Vesterbro Svømmehal, which is a short walk from the school.

- Staff update

RAHO informed the Board that the staff have been very positive both before and after the re-opening of primary. It has been difficult but a good process in terms of the conversations and information from management. It is important that everyone is aware that it is still "emergency school" and not school as we know it.

TF said that the secondary teachers are hopeful that they can improve the online learning with all the feedback they have received from the parents. It has been a steep learning curve for everyone.

- Student update

DJ explained that it is harder for the students to work from home as it requires a mindset change and greater motivation, but the information from the teachers is going well.

#### **8. AOB - 5 mins.**

- Extra-curricular activities

The extra-curricular Danish lessons provided by Mentor Denmark are now offered online.

- Homework

It was discussed how some parents would like more homework in L2, but it is also important to strike a balance and consider stress/mental health at this time.

***Approved by the Board of the European School Copenhagen on 9th June 2020***