



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.

Decision: The Board approved the agenda.

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

- 2.1. Annex – Minutes European School Board Meeting 17.04.2018

Decision: 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.

Decisions:

*It was decided that parent involvement could be discussed further in the Parents Council.
The Board approved the strategic focus points 2018/19.*

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.

Decisions:

The Board adopted the election plan and it was decided that the school management would set the specific dates.

It was decided that the Election Committee would 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.

Decisions:

It was decided that 'The future of the ESCPH Board' should be an item for discussion at the next meeting in September or November, depending on when the Board model is decided by the Municipality. It was agreed to share and discuss different models at the meeting, including what other international schools do.

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

See point 4.

Decisions:

It was decided to combine the annual school meeting with the presentations by the parent candidates for the Board and to have the meeting on 2 October 2018. The school 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 4th graders are preparing for their first rugby tournament and there have been coffee mornings and plays performed by the children in nursery class and 5th 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 Dorte 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. Subsequently, the school also organised to see a game at the ice hockey championships.

Decision: The Board took note of the information updates provided by the school and After School Care.

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.

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