



## Minutes from the European School Copenhagen School Board Meeting

Date: 7 November 2019  
Time: 17:00 – 18:30  
Venue: Meeting room 5 (214), European School Copenhagen  
Members: Jonas Christoffersen, Christen Bagger, Rikke Karlsson, Eskil Berg Kappel, Caroline Warner, Suzanne Hampson, Rasmus Hornecker, Tim Ford, Anette Holst, Dwaj Prakash Jethani, Shireen Noor Rasool Elahi Panah, Neeni Lomborg Rasool  
Guests: Mette Sophie Skærlund, Uri Harlam, Søren Nielsen (EEA), Charlotte Høirup  
Excuses: Poul Toftdahl, Hans Bruyninckx, Eskil Berg Kappel  
Minutes: Stine Hvitved Leather

### Minutes

#### 0. Welcome new staff representative on the Board, Tim Ford – 2 mins.

There was a brief round of introductions to welcome new staff representative on the Board Tim Ford. Tim is a teacher in Secondary.

#### 1. Approval of the agenda (decision) – 2 mins.

1.1 Annex – Agenda European School Board meeting 07.11.2019

Rikke Karlsson requested time for a matter to be discussed under AOB.

#### Decision:

- The Board approved the Agenda.

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

2.1 Annex – Minutes from the European School Board meeting 24.09.2019

#### Decision:

- The Board approved the minutes from the meeting on 24<sup>th</sup> September 2019.

#### 3. Revision of Parents Council Rules of Procedure (decision) – 5 mins.

3.1 Annex – Parents Council Rules of Procedure\_Draft 29.10.2019

AH explained that the Rules of Procedure developed for the Primary Parents Council had been discussed at the last Secondary Parents Council meeting and there is a need to revise them to include Secondary.

RK suggested that the Parents Councils should have time to discuss the proposed revisions before they are adopted by the Board.

Minutes European School Board meeting 07.11.2019\_approved 10.12.2019



Decision:

- The Board decided to postpone this agenda item to the February board meeting to allow the Parents Councils to discuss changes to the Rules of Procedure first.

**4. Focus point: Team collaboration, sparring and knowledge sharing (discussion and decision) - 45 mins.**

4.1 Annex – Strategic Focus Points 2019-20\_Aproved 24.09.2019

MSS and CH presented the initiatives that have been implemented or are in the planning to enhance collaboration, sparring and knowledge sharing in the teams.

As a new and growing department, Secondary is still focused on development. After discussions with staff, it has been decided to have more structured team meetings to discuss harmonization and planning and develop new policies. Etc.

As Primary is more established, the focus is now more on discussion and knowledge sharing regarding pedagogy and didactics. More responsibilities have been assigned to coordinators and teams and the meeting structure has been adjusted to further harmonisation across the language sections and a good transition between year levels.

The Board discussed to what degree there should be harmonisation across the language sections and how much should be written down.

It was also felt that it was important that the teachers had the freedom and room for creativity. The teachers bring a lot of experience and generally share the same values. The teachers will need to use different approaches depending on the class and the students are very good at adapting to the different approaches of the teachers.

SN suggested that “compassion” should be the overarching principle to create an environment where everyone can learn and thrive.

RK added that the school should have a focus on transition from P5 to S1 so students, teachers and parents know what to expect.

Decision:

- The Board took note that the school is still in a process of development and agreed that the school should try to establish an overall pedagogical line/DNA for the school while at the same time appreciating the individual experience and creativity of the teachers.

**5. Quality report 2019 (decision) - 10 mins.**

5.1 ESCPH Quality Report 2019\_DRAFT 05.11.2019

JC explained that every two years the Municipality writes a quality report for each of the schools in Copenhagen. The report has been developed to measure the quality



and progress of 'Folkeskolen' and is therefore not as relevant to ESCPH. As an international school, our students cannot participate in the national student well-being survey or national tests for example.

The school has received a draft report from the Municipality and has filled in the required information. The draft report does not yet have all the data from the Municipality but overall the school is performing well against the metrics available.

The Board members discussed the report and made a few suggestions:

- The school's diversity should be emphasized as a strength and opportunity under the section on Equal Opportunities.
- It should be added that many of the students are multilingual not just bilingual.
- Under Pupil Absenteeism, it should be added that the school days at ESCPH are longer than previously to adjust for the shorter school year. Our low absenteeism may in part be because our students are still quite young.

#### Decision:

The Board decided on the following summary for the Board's section of the report: 'The Board took note that there are several metrics in the Municipality's quality reports that are not available for ESCPH, because it is an Accredited European School rather than a Folkeskole. However, the Board believes the school is performing very well and the Board has adopted four strategic focus points for 2019/20 to support the ongoing development of the school.'

#### **6. Various information from the school - 20 mins.**

- Update from staff

RH followed up on the communications policy adopted by the Board at the last Board meeting. As discussed at the last Board meeting, it is important that the parents take ownership of the policy and help roll it out. The plan is therefore that the Parents Council representatives communicate the policy to the parents at the parents meetings in the spring. The school will produce a document that they can talk to.

TF said that the staff in Secondary are under pressure as they have to spend a lot of time on school development and harmonisation.

- Update from students

Shireen informed the Board that the new phone policy for Secondary is coming along and Dwaj mentioned that there had been a case of bullying, and he was encouraged to report it to the relevant teachers.



- Start of Upper Secondary (S5/1g)

AH informed the Board that the Municipality has confirmed that the Upper Secondary department can open in August 2020. AH and MSS are meeting with the Municipality tomorrow (8/11-2019) to discuss plans for recruitment etc.

- Admission 2020/21 and information evenings

The school is organising an information evening on Monday 25<sup>th</sup> November for parents, who are interested in knowing more about the school and the admissions process. Caroline and Eskil will attend as the parent representatives on the Board.

- Recruitment of new Head of Primary

AH informed the Board that the school has appointed Helle Bjerre Degn as new Head of Primary starting 1<sup>st</sup> December 2019.

- Feedback from the annual school meeting

JC said the meeting went well and it worked well with RK presenting the communications policy. There were not as many parents as hoped for and this was a shame as the teachers did some really good presentations. RH added that it was also a very busy time for the teachers just before the autumn break.

Decision:

- It was agreed to look at a better time for the event next year perhaps link it to another event to have more parents there.
- Aula roll-out

URH gave an update on Aula, the school's new communications platform. The school has not heard much from parents, which suggests a smooth transition from Intra to Aula. However, the staff are having a few issues, which will be reported to the persons responsible for developing the platform.

**7. AOB - 5 mins.**

RK expressed concerns that the school might have breached GDPR rules in its handling of a situation involving some students causing trouble in a local store.

Decision:

- The Board decided that the school should report the concern to the data authority in the Municipality of Copenhagen. (The DPO subsequently concluded that there had not been a breach of GDPR).

***Approved by the Board of the European School Copenhagen  
via email on 10<sup>th</sup> December 2019***