



Minutes from the European School Copenhagen School Board Meeting

Date: Wednesday 9th June 2021
Time: 17:00 – 19:30
Venue: Staff lounge, 2nd floor, European School Copenhagen
Members: Jonas Christoffersen (Chair), Hans Bruyninckx (Deputy Chair), Christen Bagger (Parent Rep), Rikke Karlsson (Parent Rep), Caroline Warner (Parent Rep), Rasmus Hornecker (Staff Rep), Stine Hvitved Leather (Staff Rep), Anette Holst (Principal), Julie Rørdam Thom (Deputy Principal)
Guests: Helle Bjerre Degn (Head of Primary), Hella Helvig Jensen (Head of Administration), Uri Harlam (Head of After School Care), Charlotte Høirup (Deputy Head of Primary)
Excuses: Alice Malmberg (Student Rep), Eskil Berg Kappel (Parent Rep), Tim Ford (Staff Rep), Dwaj Jethani (Student Rep)
Minutes: Stine Hvitved Leather

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

1.1 Annex – Agenda European School Board meeting 09062021

Decision:

- The Board decided to allow time to discuss point 7 and for Rikke Karlsson to share important news about the EB/DK grade conversion under AOB.
- The Board approved the agenda.

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

2.1 Annex - Minutes ESCPH Board meeting 22042021

Decision:

- The Board approved the minutes of the April Board meeting.

3. Election of staff representatives to the Board (information) – 3 mins.

HBD informed the Board of the results of the election of staff representatives to the Board. Stine Leather and Rasmus Hornecker were re-elected to the Board in 2021/22 and Johan Lindell will replace Tim Ford as representative for the Upper Secondary. The Board thanked Tim Ford for his contribution to the Board.

Decision:

- It was suggested that the staff elect a deputy staff representative to the Board and the Board decided that the election of deputies should be stated in the new bylaws.



4. Strategic Focus Points 2021-22 (decision) - 60 mins.

4.1. Annex – Draft Strategic Focus Points 2021-22

The school's management presented the draft strategic focus points for input and approval by the Board. Each manager is responsible for a focus point:

Uri Harlam - One Whole School:

After the lockdown there is an even greater need to create a strong common identity at the school. In support of this, management has decided to move away from a strict departmental management structure and will assume more responsibilities across the organisation. Plans to enhance collaboration and unity across the departments also include more activities for all staff, all-school events, transition events and traditions, etc.

Jonas Christoffersen suggested that the evaluation include more specific improvements to the everyday life of the students.

Charlotte Høirup - Pedagogical Learning Centre (PLC) and Resource Centre (RC):

This focus point is about ensuring close cooperation between Primary and Secondary with a particular focus on the PLC and RC. The purpose is to develop an inclusive and supportive learning environment in which the students can reach their potential. The school plans to establish a library for Secondary as well as a 'book basement'.

The Board members discussed the need for support in different subjects, including language support, and reading support teachers for the different language sections. Currently the school has a reading support teacher for the Danish language section and uses external resources for the other language sections; longer-term the plan is to bring it all in-house.

Helle Degn - Harmonised didactic approach/learning progression:

This focus point is about teaching strategies to enhance student learning e.g. classroom observations, action learning, co-teaching, etc. Our teachers can contribute with many different skills (e.g. visible learning and classroom management) and can learn a lot from each other. It was suggested that these best practices be celebrated and incorporated in the MUS (Staff Development /Performance) Conversations.

Julie Thom - BAC implementation:

The school must prepare for the BAC exams in S7, the initial accreditation audit in November and the implementation of SMS MySchool. It has been a difficult year to create a 'youth culture', social events and traditions, student exchange/international travel, etc. in Upper Secondary due to Covid and this is therefore a priority in 2021/22. The school needs to create a narrative to recruit new students for S5 and S6 and retain existing S4 students.



The school will create information for S3/S4 about the upper secondary and will also ensure that parents and students in the French and English language sections receive information about the importance of their L3 choice in S1 if they wish to continue studying in Denmark.

Hella Helvig Jensen - The administration:

When SAG and ESCPH officially separate, the two schools will still have a shared administration. The shared administration needs to support the core function (kerneopgave) of the schools and the focus is therefore on quality assurance and coherence. After the separation of the two schools, it is also important that there is focus on maintaining a good working environment and inclusion/integration of the administration in the schools. It was therefore suggested that the administration also be considered in the focus point about the creation of One Whole School.

Decision:

- *The Board suggested further work to the evaluation/success criteria, and it was decided that the final strategic focus points for 2021/22 would be presented to the Board for approval in September.*

5. Proposed meeting dates in 2021-22 (decision) - 5 mins.

5.1. Annex - Draft meeting plan 2021-22

Decisions:

- *The Board approved the Board meeting dates for 2021/22. The Board decided to agree an additional virtual meeting between the September and December Board meetings in case there is a need to discuss bylaws and other preparations for the separation of SAG and ESCPH.*
- *The Board decided on the 3rd November for the Annual School Meeting.*

6. Plans for the annual school meeting (decision) - 10 mins.

The Board discussed plans for the annual school meeting and were in favour of continuing the teacher presentations which have worked well previously. Among the topics suggested were:

- *Student well-being*
- *UNICEF Rights School*
- *Coding/digital strategy*
- *What have we learnt from Covid and how do we move forward?*
- *Harmonised assessment*
- *PLC/RC*
- *Upper Secondary*
- *8 key competences*
- *Growth mindset*



There was support for using what we have learnt from Covid as a main topic. It was suggested that parents' capabilities be utilised more e.g. by creating a "parent station" or "parent bank" of parents who can help with internships, expert knowledge on particular topics, etc. It was also suggested to involve the Parents Association in the organising of the annual school meeting.

Decisions:

- *It was decided that the meeting should be held later in the afternoon or early evening so more parents can attend and for the event to have a social element to bring people together.*
- *It was decided that the school's management will talk to the teachers and prepare a proposal for approval at the September Board meeting.*

7. Consideration of the new proposed bylaws for the Board of the European School Copenhagen (discussion) - 30 mins.

The Municipality will be drafting a new set of bylaws in time for the Board meeting in September, and the Board therefore decided to take the opportunity to raise issues that they would like the Municipality to consider in the drafting of the new bylaws. These included:

- *The Board's role and areas of competence*
- *The election of directors and deputies to the Board, including the*
 - *The composition of the Board e.g. ensuring representation of all the different departments, staff, student and parent groups*
 - *The Board term limits (currently 4 years for parents, 1 year for staff and students)*
 - *The competencies and experience of external members. The Board is keen to ensure that a third external members is appointed soon with the competencies and experience that the Board has previously suggested to the Municipality.*

Decision:

- *The Board members have until 1 July to share further suggestions with Julie Thom, who will share them with the Municipality.*

8. Status on learning and well-being post-lockdown (information) – 10 mins.

Julie Thom and Helle Degn gave a status on the education and well-being of the students following the Covid lockdown/restrictions.

Julie Thom - Secondary:

A survey among the secondary teachers returned the following results:



- The teachers have largely met the learning goals and have only adjusted the curriculum where necessary. Practical experiments in science and in-depth teaching have obviously been difficult.
- Most of the teachers said that the students had progressed and had shown commitment. The teachers also generally believe that most students can catch up, some students have really thrived during online teaching and others have found it really challenging but not necessarily due to Covid.
- JRT will be meeting with the teachers to discuss how best to help the students who have been negatively impacted by Covid.

Helle Degn - Primary:

- Overall, there are no major concerns about the impact of Covid on learning in Primary.
- The students are doing well in both Math and L1. The P5 students scored very well in the national tests and most of the Primary students performed significantly better than usual in a recent reading test.
- The biggest gap is L2. This is an important subject and will therefore be allocated additional resources and get a lesson boost for the last few weeks of school.
- In the other subjects, many topics are repeated in the curriculum next year so there is a good opportunity to catch up.
- Additional resources will also be given to SEN students, some of whom have had a difficult time during lockdown.

9. Update on the staff satisfaction survey (information) - 10 mins.

9.1. Annex - TU21 Summary Results

Julie Thom briefly presented the results of the staff satisfaction survey conducted in the spring. Overall, the results are up on all counts since the last survey and better than the average for all schools in Copenhagen. The areas that had the lowest scores were professional development and team collaboration (arbejdsfællesskaber), both of which are being addressed in the strategic focus points.

The technical and administrative staff (TAP) have also participated in the survey and will be working with an external consultant to look at issues of trust and communications.

Decisions:

- *The Board took note of the survey results and were pleased to see the improvement in the results for the school.*
- *The TAP survey summary results will be shared with the Board with the minutes.*



10. Various updates and information - 15 mins.

Various information from management

- Planning for next school year: Allocation of teachers' hours and schedules are being finalised for next year.
- New staff/recruitment: Interviews are being held for the deputy head of secondary position tomorrow. More than eight teachers have been hired for the new school year and the school is currently. We are currently seeking a new French nursery class teacher as Virginie is moving back to France. We are also looking to fill various hours for swimming, book storage, etc.
- Admissions status: The new S1FR class has been filled. Screening of applicants for rolling admission in the existing classes has started. We are also still getting more applications for Secondary 5. In Primary, the classes are being filled to 26 students to allow for late EEA arrivals. In Secondary 4 we will fill the classes up to 28 students.

Information from the staff

- The administration has hired a new secretary as the school is growing. The new person will primarily be responsible for Upper Secondary.
- There has been a lot of focus on the results of the staff satisfaction survey and we have had some workshops to look at the areas that are important to us and have not worked so well.
- The teachers and pedagogues recently had a Pedagogical Day where they could plan for next year and everyone is excited to be able to have a staff summer party.

Information from the students

None of the student representatives were in attendance.

The students have been very busy with their B tests. Before the end of the year, the students will be joining different committees so we can start organising a lot of new and exciting events and activities for the students in upper secondary.

11. AOB - 5 mins.

Grade conversion/Bac equivalence

Rikke Karlsson informed the board that the European Commission has opened infringement proceedings against Germany and Denmark over the conversion of the grades of the European Baccalaureate.

Decision:

- *The board took note of the information and will follow the case closely.*

***Approved by the Board of the European School Copenhagen
at the meeting on 23rd September 2021***