



Minutes from the European School Copenhagen School Board Meeting

Date: Tuesday 17 April 2018
Time: 16:30 – 18:30
Venue: Retrorummet, Sankt Annæ Gymnasium, Sjælør Blvd. 135, 2500 Valby
Members: Jonas Christoffersen, Hans Bruyninckx, Poul Toftdahl, Caroline Warner, Henriette Vollmers-Hansen, Suzanne Hampson, Rasmus Hornecker, Anette Holst, Hanne Schmidt
Guests: Mette Sophie Viuff Skærlund, Uri Harlam, Hanne Mølgaard, Anja Toxværd (JJW) and Stine Holscher (JJW)
Excuses:
Minutes: Stine Hvitved Leather

MINUTES

1. Approval of the agenda (decision)

- Annex 1.1. Agenda European School Board Meeting 17.04.2018

It was decided to move the presentation by the architects to the beginning of the meeting, then the agenda was approved.

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

- Annex 2.1. Minutes European School Board Meeting 31.01.2018 with comments

The minutes from the meeting with the Campus Board were approved.

3. Last year's accounts and next year's budget (for approval and submission to Campus Board) – 20 mins.

- Annex 3.1. ESCPH and KKFO Accounts 2017
- Annex 3.2. ESCPH and KKFO Budget 2018

Hanne Mølgaard explained that the accounts for 2017 are not as informative as usual. This is because the Municipality has introduced a new financial accounting system, Kvantum, which lumps all the money together and uses new accounting categories. This has made it very hard for the school to provide a breakdown by department, but we have managed to get very close. The European School Copenhagen slightly overspent in 2017 while the KKFO had money left over.

The Board approved the 2017 accounts for the school and the KKFO.



The budget for 2017 is the school's best estimation broken down into the Municipality's new accounting categories and will be adjusted as needed. It was noted that the allocation for new teachers and pedagogues is dependent upon the classes being filled. The budget also includes a new technical/facilities staff member from 1 August and cleaners. The increased budget for management is due to the recruitment of a new Head of Department for Secondary.

Uri noted that the budget for the KKFO will need to be adjusted slightly to account for the additional children in the Club next year until we move to Carlsberg.

The Board approved the 2018 budget for ESCPH and KKFO.

4. Update and information – 90 mins.:

- Starting up Secondary

Anette shared the news that following the audit in December, the Board of Governors has accredited our school for another 3 years.

Mette Sophie updated the Board on the admissions process for the new Secondary classes. Applicants were screened on 2 April. There has been a shortage of applicants for the English section with a strong L2 (first foreign language). The school has therefore decided to offer an intensive language course in German for the English section in order to bring the students up to level. This has raised the number of eligible applicants, but we are still low on applicants for the English Secondary 2 class. The screenings for the English section also raised some concern about the English proficiency of some of the applicants, whose mother tongue is not English.

The school has had more applicants for the Danish classes and these will all be filled. The level in the screenings was good.

Hans said the school would be held to account for the standards and asked what measures the school planned to take to ensure that standards are not compromised. Mette Sophie explained that the school will be offering additional help to the students in the English Secondary 1 class and might not open the English Secondary 2 class this year due to a shortage of eligible applicants. Anette added that the school will be moving its existing Primary 5 up to Secondary next and the standard here is very high.

It was agreed that the school would inform the Board of the school's decision regarding admission to the English Secondary 2 class.



- Recruitment

Mette Sophie explained that the Secondary department is in the process of hiring teachers. The school is looking for teachers with a broad profile, who are excited about starting up a new department. There have been very many good candidates with 182 applicants for the teacher positions in the English section alone.

- Admissions update
 - Annex 4.1. Admission Statistics for School Year 2018/19

Hanne gave an update on the admissions process for Nursery and Primary. We have introduced a new online system this year. Some applicants applied more than once in the system, so the numbers are a little different to the numbers presented at the last meeting. There are some category A applicants and a lot of sibling applicants, mostly in the B1 category.

All nursery class applicants have now received the results of their application. We have received a few complaints from those who haven't been offered a space. All screenings were face-to-face and the final selection was completed following the screening together with the Municipality.

It was suggested that the school put a message on the website to explain that we are happy to have received so many applications but unfortunately that also means that some applicants must be turned down.

- Accredited European Schools (AES) contribution to the Office of the Secretary General (OSG)
 - Annex 4.2. RESOLUTION DIR AES on cost neutrality DEF

Anette explained that the Type 2 schools (accredited European Schools) are discussing with the Type 1 schools how much the Type 2 schools should contribute to the European Schools system. The expenses in question are typically for recruitment, ICT, and other services, which we do not use as they are provided to us by the Municipality of Copenhagen. We pay for other expenses that are directly related to the European Schools system such as the audits, Baccalaureate exams, etc. The Secretary General for the Type 1 schools is suggesting that the Type 2 schools pay 25% towards the costs. The Type 2 schools do not think this is reasonable and are suggesting a different payment model (see annex 4.2.). The Municipality and Department for Education have both been informed by us that it is not possible for the school to make the contribution that the Type 1 schools are suggesting.



Hans said that without the context for the proposed contribution by the Type 1 schools, it is hard for us to get a real understanding of the issue.

The Board thanked Anette for the information. The issue is being dealt with by Anette and the Municipality, and the Board will be updated on a need to know basis.

- Move to Carlsberg and presentation by architects from JJW regarding the new school – 60 mins.

Stine Holscher and Anja Toxværd from JJW Architects gave a presentation to the Board about the new school building in Carlsberg Byen, including plans and visuals of the exterior and interior spaces, material choices, etc. JJW are responsible for the user engagement process and for the interior spaces. The architects are now working on procurement, delivery and installation. The KKFO area will be ready during week 42 and the rest of the school in week 43.

5. AOB – 5 mins.

It was suggested that the Board discuss the required competences of the new external members.