



Minutes from the Meeting of the Board of the European School Copenhagen

Date: Thursday 25 February 2021
Time: 17:45 – 19:45
Venue: Via Microsoft Teams
Members: Jonas Christoffersen (Chair), Andreas Manville (EEA), Christen Bagger (Parent Rep), Rikke Karlsson (Parent Rep), Caroline Warner (Parent Rep), Eskil Berg Kappel (Parent Rep), Rasmus Hornecker (Staff Rep), Tim Ford (Staff Rep), Stine Hvitved Leather (Staff Rep), Dwaj Jethani (Student Rep), Anette Holst (Director), Julie Rørdam Thom (Deputy Director)
Guests: Helle Bjerre Degn (Head of Primary), Vibber Matthiesen (Deputy Head of Secondary), Hella Helvig Jensen (Head of Administration)
Excuses: Hans Bruyninckx (Deputy Chair), Alice Malmberg (Student Rep)
Minutes: Stine Hvitved Leather

Minutes:

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

- 1.1 Annex – Agenda European School Board meeting 20210225

The Board welcomed Andreas Manville, representing EEA on behalf of Hans Bruyninckx, and Vibber Matthiesen, new Deputy Head of Secondary.

Decision:

- *The Board approved the agenda.*

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

- 2.1 Annex - Minutes ESCPH Board meeting 20201215_Approved 20210115

Decision:

- *The Board approved the minutes.*

3. Strategic Focus Point 3: Professional Development (information) – 30 mins.

- 3.1 Annex – Strategic Focus Point 3 Professional Development

Helle Degn, Suzanne Hampson and Madeline Kirk reported on the school's professional development initiatives.

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A professional development programme has been developed for 2020/21 including a mix of external speakers, in-service training and staff sharing best practice. The programme will be updated every year and individual teachers can also apply for specific courses relevant to their subjects, individual tasks and the Strategic Focus Points. Unfortunately, the programme has been cancelled since Christmas due to Covid but can be completed next year. The school will also propose a Professional Development Policy to the Board at the April meeting.

In Primary, professional development focus areas include:

- Bringing more movement into the classes
- Staff sharing their skills and best practice
- UK online training on narrowing the gap for attainment
- Individual online courses

In Secondary, the focus is on:

- Building culture and the curriculum through knowledge sharing and peer observations
- Sharing online learning techniques
- Feedback and growth mindset
- Enhancing language learning (Raphael Maringue is part of a language learning and ICT project supported by the Municipality, Copenhagen University and the AP Møller Foundation).

Decision:

- *The Board was pleased with the progress being made.*

4. Proposal to extend the school's overall objectives to the end of 2021 (decision) - 5 mins.

4.1. Annex - Overall objectives 2017-2021

Julie Thom said the school's management still considers the school's objectives to be relevant and therefore proposes that they remain in place for the rest of 2021, which will give the school sufficient time to review them with the relevant stakeholders after the COVID lockdown.

Decision:

- *The Board approved the timeframe extension to the school's overall objectives.*

5. Language change request process for final approval (decision) - 10 mins.

5.1. Annex - Consultation on changing languages in the European Schools



Helle Degn provided an update on the school's language policy. Following the Board's feedback in December, the policy has been revised so it clearly states the concerns regarding language changes. The policy has also been discussed in the Parents Councils, whose members were comfortable with the policy.

Rikke Karlsson requested that the document also reflect:

- That there will be an assessment both of the current and proposed new L2
- That the assessment results will be shared with the parents
- The maximum L2 class size

Decision:

- *The Board approved the document and authorised the Chair to approve the policy with the final amendments proposed by Rikke Karlsson.*
- *The final policy will be sent out with the minutes.*

6. The preliminary 2021 budget for Primary, Lower Secondary and the After School Care (information) – 20 mins.

6.1. Annex – Preliminary 2021 Budget

Anette Holst and Hella Helvig Jensen gave an update on the budget for 2021. Following a long process of negotiations, the Municipality has decided to give ESCPH a new fixed grant of DKK 5.2 million a year to cover the school's expenses associated with being an Accredited European Schools (following the ES curriculum, rules, etc.). This amount is in addition to a base grant awarded to all primary and lower secondary schools in Copenhagen. The budget model for the base grant has also been revised. The bilingual grant ceases and is replaced by a new grant based on the students' socio-economic background, which reduces the ESCPH base budget by about DKK 1.3 million.

However, it has been agreed that ESCPH will always receive a grant corresponding to 28 students in the class even if there are fewer students. This means that the school can leave a little room for additional EEA students arriving during the year. In turn, the school must cover any extra teacher staff if a class exceeds 28 students.

Andreas Manville commented that the EEA plans to hire another 20-30 new staff in the next year. Rikke Karlsson asked how the school would deal with extra students arriving during the year and at what point the school will add more students. This decision will be taken by management. When you get up into the older classes, it will have an adverse effect on the budget if the classes are not filled.

Hella Helvig Jensen provided the following comments to the budget:

- The fixed building costs (rent) and student transport costs (student travel cards) are covered fully by the Municipality. The same applies to Skoleflex which is a special grant to support students with special needs.



- Teacher salary costs are expected to increase as the school continues to open new classes.
- A pool of money has been set aside to cover small subject/language groups and SWALS students if needed.
- The Culinary School is impacted by the school closure and is therefore expected to post a deficit of DKK 0,5 million.
- Overall, the school expects a small surplus in 2021 of DKK 0,5 million.
- The budget for the After School Care is looking reasonable.

Decision:

- *The Board took note of the preliminary budget and is looking forward to seeing the final budget in April.*

7. Concerns raised about the admission criteria (information) - 15 mins.

7.1. Annex - Admissions criteria and process

Caroline Warner and Christen Bagger explained that the issue of sibling admission has come up repeatedly over the years because parents who have children at the school may fall into a different admission category over time and therefore can't get their other children into the school. This impacts their everyday life but also the community feel at the school.

Anette Holst explained that the issue of a sibling guarantee was raised three years ago, and Copenhagen City Council and the foundations that funded the school building had concerns about a sibling guarantee because it would favour Danish over international applicants. The criteria were revised so siblings always have the right to be screened and are prioritised in their admission category, but they can't skip a category.

The Board agreed that it would require strong arguments to be able to get the City to look at the admission criteria again.

Decision:

- *The parent members of the Board will discuss the concerns with parents at the school and prepare a paper to present to the Board for consideration at a later meeting.*

8. Update on the separation of SAG and ESCPH (information) - 10 mins.

- 8.1. Annex - Brev til ministeren vedr. Europaskolen fra Danske Gymnasier
- 8.2. Annex - Svar fra ministeren vedr. adskillelse af Europaskolen og SAG

Anette Holst updated the Board on the proposal to separate SAG and ESCPH.



Before Christmas, the Minister for Education took the proposal off the law programme because the Ministry linked the separation to admission to Danish gymnasiums. Despite letters from the Danish Gymnasium Association and the Municipality as well as a recent meeting with the Ministry of Education, the proposal has been postponed until the autumn and the separation is therefore not likely to happen before next new year. The good news is that the Municipality is very supportive and are starting to look at bylaws, budgets, etc. to prepare for the separation. Rikke Karlsson suggested that the Board discuss the bylaws at the next meeting before they are decided by the Copenhagen City Council.

Decision:

- *The Board decided that the separation of the two schools should be a recurring item on the agenda for the coming Board meetings to ensure that the separation preparations keep progressing.*

9. Various updates and information - 20 mins.

- o COVID-19 update from management:

Julie Thom: Online teaching in secondary continues but the teachers are organising motivational days to get the students back outside and into the world.

Vibber Matthiesen: A few students in lower secondary feel overwhelmed with homework and B tests and homework will therefore be reduced a little during this time.

An announcement regarding the B tests is expected from the European Schools in April. In S5 and S4, the B tests will be similar to those in November and the content will be adjusted for home schooling. If possible, the B tests will be held in the sports hall and otherwise in the classes.

Helle Degn: The students and teachers in nursery class to primary 4 are back at school. Each class has a class teacher and two pedagogues. L2 is hard to organise as the school is not allowed to mix classes. Primary 5 students are still being taught remotely and there is focus on their wellbeing. A few of the students have been invited to come in a few days per week for support.

Rikke Karlsson expressed concern about the amount of messages and expectations from the school putting pressure on students and parents during an already stressful time for all.

- o Schedule change in Secondary

Management is looking into the possibility of creating a longer break at 10 am for the secondary students. This may mean that the students have to start the day at 8 am. Nothing has been decided yet.



- Information about DSA (Dansk Som Andetsprog) at the European School Copenhagen

Helle Degn said the school will no longer be offering DSA (Danish as an Additional Language). DSA was established when the school had fewer classes and is not part of the ES curriculum or the school's budget. Christen Bagger has talked to Mentor Danmark about offering Danish classes during ASC time. DSA will be discussed at the next Primary Parents Council meeting.

- New staff/recruitment

Vibber Matthiesen started as new Deputy Head of Secondary in February.

- Admissions update

There was quite a lot of interest in the information evening for Upper Secondary and applications are due 1st March. The application deadline for S1FR has been extended as there are not enough applications. The school has received a lot of applications for the new nursery classes in the Danish and English language section and about 26 applicants for the French nursery class.

- Employee satisfaction survey

The school's staff has been invited to participate in the Municipality's Employee Satisfaction Survey and have until 16^h March to respond. Afterwards the school will be looking at the results and will also undertake its own APV (Arbejdspladsvurdering).

- Information from the staff

Rasmus Hornecker: Primary teachers and students are happy to be back but it is still emergency schooling and the teachers will not be able to cover the entire curriculum.

Tim Ford: The Secondary teachers and students are disappointed that they can't come back to school yet. The second lockdown has been harder for everyone and well-being is a big focus.

Stine Leather: The administrative staff at SAG and ESCPH are taking turns coming into the office. The lockdown has given opportunities to complete other tasks.

It was discussed what was being done to ensure that no one is left behind during the lockdown. Julie Thom explained that the school has a strong wellbeing programme and can call students in for well-being talks with the inclusion pedagogues.



Tim Ford suggested that the Board could set a development goal for next school year to follow up on any gaps.

Decision:

- *The Board decided that one of the agenda items for the Board meeting in April should be about wellbeing and what is being done to help students who are falling behind.*
 - o Information from the students

Dwaj: The online learning in Lower Secondary is going well. The teachers are assigning tasks outside to ensure the students don't sit by their screens all day.

10. AOB – 3 mins.

No comments. Meeting concluded.

***Approved by the Board of the European School Copenhagen
via email on 18th March 2021***