

## Minutes of School board Meeting

Place: Skimminge 21, Maribo

Date: 17th August 2022

**Invited:** Puneet, Iris, Carsten, Sarah, Karina, Annelise, Nicolle

**Apologies:** Per, Camilla

**Documents discussed during the meeting:**

- Minutes form last meeting (June)
- Meeting calendar for 2021-2022
- Draft principles document
- Draft letter to the mayor
- Draft advisory board charter and advisory board introduction ppt

Agenda Item	Timing	Notes and Minutes
1. Welcome - Dom	17:30- 17:35	<b>Minutes:</b> <ul style="list-style-type: none"> <li>- Photo of board members for the website</li> <li>- New board members received a short course on being a member of a school board before the first meeting</li> </ul>
2. Approval of minutes and approval of agenda	-	<b>Minutes:</b> N/A
3. Election of chair and vice chair  -Dom	17:35- 17:45	<b>Points:</b> <ul style="list-style-type: none"> <li>• Procedure from the by-laws is as follows- <i>The formation and accession of the School Board</i> <i>The School Board will take office on 1 August after new elections. At the first School Board meeting, the voting members will elect one of the parent representatives as Chairman in a majority election. A Deputy Chairman will be elected following the same procedure. The Head of the School will convene the first meeting. The election is by simple majority. In the event of a tie, the election shall be decided by drawing lots.</i></li> <li>• Extra-ordinary point added- Camilla stepping down form the board.</li> </ul> <b>Minutes:</b> <ul style="list-style-type: none"> <li>- No election was held for the chair and vice-chair. Nominations were discussed and it was agreed that a vote will be held over until the next board meeting.</li> <li>- Camila has decided to step down from the board. Thank you to her for her work over the past year. By agreement among the substitutes, Nicole will take the vacant seat. The board now looks like this:  <i>-Iris- new board member</i></li> </ul>

		<p>-Carsten- new board member          -Per- continuing board member          -Puneet- continuing board member          -Nicolle- new board member taking the vacated seat          -Annelies- substitute</p>																		
<p>4. Rules for procedure          -Dom</p>	<p>17:45-          18:00</p>	<p><b>Points:</b></p> <ul style="list-style-type: none"> <li>The bylaws state that board meeting are closed. Therefore, a vote will be held on substitutes attending meetings</li> <li>Meeting timings, agenda, communication</li> </ul> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>A discussion on substitutes attending meeting. A decision was made to allow substitutes to attend all meetings.</li> <li>Board meetings will move to Tuesday evenings. Typically 16:30-18:30. May be extended if the agenda warrants it.</li> <li>Agenda sent out to the board one week before the meetings.</li> <li>Invitation to meetings via Alua 'kalendar'</li> <li>Documents will be placed in the 'dokumenter' section on Aula</li> <li>-</li> </ul>																		
<p>5. News from chair and principal          -Dom</p>	<p>18:00-          18:25</p>	<p><b>Points:</b></p> <ul style="list-style-type: none"> <li>Parent information meetings</li> <li>Presentation of the school, statistics, budget</li> </ul> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>Dates for parent information evenings- a push for establishment of Contact parents and 'klassekasse'.</li> <li>Information folder to be updated</li> <li>Class teachers to promote in meeting</li> <li>-</li> <li>Presentation on the school</li> <li>New Sector director- <b>Lars Povlsen Jensen</b></li> <li>Currently 57% Group 1 and 43% group 2</li> </ul> <table border="1"> <thead> <tr> <th>Total: 77</th> <th>Girls: 43</th> <th>Boys: 34</th> </tr> </thead> <tbody> <tr> <td>Class A: 18</td> <td>8</td> <td>10</td> </tr> <tr> <td>Class B: 13</td> <td>7</td> <td>6</td> </tr> <tr> <td>Class C: 11</td> <td>4</td> <td>7</td> </tr> <tr> <td>Class D: 16</td> <td>10</td> <td>6</td> </tr> <tr> <td>Class E: 19</td> <td>14</td> <td>5</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>-</li> <li>4 student in Grade 9</li> <li>Full-time teachers: 7              Part-time teachers:1              Part-time pedagogue:2              Admin: 2</li> <li>Budget 54% spent on track for the year.</li> <li>Staff absent- 2.3% lowest school in the commune</li> <li>Student data unavailable</li> <li>SFO 27 children enroled</li> </ul>	Total: 77	Girls: 43	Boys: 34	Class A: 18	8	10	Class B: 13	7	6	Class C: 11	4	7	Class D: 16	10	6	Class E: 19	14	5
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<p>6. Current school board projects</p>	<p>18:25-          18:55</p>	<p><b>Points:</b></p> <ul style="list-style-type: none"> <li>Principles</li> </ul>																		

-Dom		<ul style="list-style-type: none"> <li>• Advisory board</li> <li>• Letter to the mayor</li> </ul> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>- Action: Board to read principles list. Come to the next meet to vote on two to prioritise</li> <li>- Further discussion on the establishment of an advisory board will be postponed until 2023</li> <li>- Action: board to read letter to the mayor and provide feedback to Dom by Friday.</li> <li>- Action. Dom to arrange translation and sending.</li> </ul>
7. Next Meeting -Dom	18:55- 18:05	<p><b>Points:</b></p> <ul style="list-style-type: none"> <li>• Calendar for 2022-2023</li> <li>• Confirmation of date for next meeting</li> </ul> <p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>- Next meeting Tuesday 20<sup>th</sup> September at 16:30</li> <li>- Addition of school lunches/food policy added to next meeting at staff request</li> </ul>
8. Any other business	18:05-18:15	<p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>- Question from parent and children about Class D not being allowed to leave campus at lunch. Currently only the oldest class may leave campus, that is Class E, even though last years group D (7+8 grade) were allowed. Current class D are 6+7 grade. Students have been encouraged to take the issue to the student council who can then bring it to the board.</li> </ul>