

## MINUTES OF BOARD MEETING

Meeting date	Thursday, 21st June 2018
Participants from the Board	Niclas Kvernød, Jesper Steiness, Jørgen Johannsen, Kenneth Nielsen, Jackie Williams, Yago Bundgaard, Anupam Bhargava, Vibe Bregendahl Noordeloos
Other Participants	Emilie Zelander, Cree Schmidt, Lars Hansen, Chris Hanna
Regrets	Mona Juul, Michael Winther
Minutes taker	Chris Hanna

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Minutes	<ol style="list-style-type: none"><li>1. Attendance and approval of agenda and Minutes Niclas opened the meeting at 17:50 by welcoming two new Board members as parent representatives, Vibe Bregendahl Noordeloos and Anupam Bhargava and offered regrets for a third new Board member representing Aarhus University, Michael Winther. Mona Juul had also been asked to be excused. The meeting's agenda was approved as well as the Minutes from the previous Board meeting held on 22 March 2018. The proposed Board Meeting dates for the 2018-2019 school year were also confirmed and approved.</li><li>2. Working with PYP3 by Emilie Zealander: Emilie, a PYP3 Early Years homeroom teacher, reviewed with Board members a lesson emphasizing research skills which she had facilitated with her students to illustrate the effectiveness of play-based learning. Given the central idea of "water", her power point presentation covered the steps of provocation, formative assessment, inquiry, explore and investigate, learning through play, working transdisciplinary, assessment, reflection and action. The "action" component was to raise funds for clean water efforts in Africa by making and selling bracelets (amount raised DKK 1453). The lesson included a tie-in to a Danish painter and Emilie emphasized the advantages of parent involvement in such lessons. Niclas thanked her for providing insight about the implementation of the IB-PYP programme at the PYP3 level.</li><li>3. Board membership and dates by Niclas: Jackie Williams was participating in her last meeting as Board member and at the conclusion of the meeting was thanked by Niclas for her loyal service in this capacity. Chris highlighted further recognition in light of her membership and proactive contributions as a member of the Parent Council board. (Cristina Tardez will now be rejoining the Board to replace Jackie as a parent representative.</li></ol>
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4. Report from the Business Manager:
  - A) Lars reviewed the monthly Financial Report and explained updates on the budget for 2018. There were no unexpected surprises and a surplus continues to be expected as of December 2018. He highlighted variables which have had an effect on the budget such as lower student numbers than predicted, class sizes below 18-19 students and mentioned the need to address the overall benefits for teacher assistants in the Early Years programme by perhaps following the guidelines of a union approved agreement. The teachers are already working under a local agreement but other employees at AAGE are still in need of a standardization regarding working terms.
  - B) A Data Protection Policy for AAGE had been previously distributed to the Board as a "pre-read", primarily to advise the members of the guidelines the school is following in response to the GDPR regulations now in effect throughout the European Union. To the extent possible, AAGE is compliant with these new laws.
  - C) An overview of the renovation and building improvements to be completed during the summer months was distributed to Board members and an overview of the steps to be taken to improve the school's parking lot safety was addressed in response to concerns voiced by Jesper. Lars cautioned about the limited number of personnel available over the six week summer break but said as much as possible would be completed. Anupam addressed the immediate need for basic standards to be met in all bathrooms. Lars also pointed out long term projects such as ventilation, windows and a new roof as further areas to be included in the planning.
  
5. Report from Head of School:
  - A) The enrollment expectations as of August 2018 are set for 325 students. This will require increasing the number of classes to two per level in PYP6 and PYP7.
  - B) Regarding personnel for the upcoming 2018-19 school year, Colleen Murphy has been hired as the homeroom teacher for the additional PYP7 class and Ditte Bredtoft Winther will cover the Danish instruction during Sidsel Damsgaard Hansen's period of maternity leave.
  - C) The "Inclusion/Learning Support" program will be implemented as of January 2019 and Cree Snyder Schmidt was selected to head this initiative, a direct response to a recommendation from the IB Verification Report addressing school improvement issues. The "Design" program in the MYP also needs to be brought back up to the required standards, an initiative set for implementation as of fall 2018 but postponed until spring of 2019 pending a budget performance review for the 2018 calendar year and the approval of the 2019 budget. The complete document "AAGE Recommendations from Verification Visit Reports" had been sent out as a pre-read as background information.
  - D) Activities and division reports were sent out as a pre-read to all Board members. Other items mentioned under this section included an interim update on the Parent Survey results, the development of a master calendar of events for the 2018-2019 school year, Danish test results, the upcoming PR workshop in support of improving marketing for AAGE and a pending application for academic support.

6. Status of AAGE 2018 objectives and activities. Walk through of each of the objectives to determine status and any further actions needed. Niclas led the discussion to evaluate the degree of completion of each of AAGE's Key Objectives for 2018 not only to highlight accomplishments but to focus on areas still needing attention. He will summarize the status of each item by providing a color-coded chart indicating the level of completion and forward this to Board members.
  
7. One Campus: Reflections on next steps by Niclas and Lars. Securing funding from two major donors was only partially successful. The DKK 145 M goal was not reached, thus requiring the school to revisit the building program and consider a revised section-by-section project realization with available funding that could amount to some DKK 80 M. Taken into consideration were points such as remaining at the same location versus moving to a less expensive property location, looking at the big picture of Aarhus city development as it relates to the needs of an international school and securing further donors to support the goal of housing the pre-school on the Dalgas campus. As these are topics of substantial discussion, planning and financial investment, the idea of reactivating Board committees should be explored anew. Recommendations could then be developed for consideration by the full Board. A workshop with building experts to discuss possible options was also suggested. For now, it was confirmed that AAGE will remain at its current location, a clear signal that planned building improvements to the existing structure can finally be implemented.
  
8. Any other business: Lars mentioned the most recent Quality Report on AAGE filed by the Danish School Inspector Jens Mose which recognized many quality aspects of the school's program. Written only in Danish and posted to the school's website, a translation into English of the major sections would be helpful to offer additional insights for non-Danish speaking parents.

The meeting adjourned

Submitted by  
C. Hanna

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Niclas Kvernrød

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Yago Bundgaard

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Anupam Bhargava

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Kenneth Nielsen

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Vibe Bregendahl Noordeloos

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Jørgen Johannesen

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Jesper Steiness

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Jackie Williams

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Chris Hanna