

Board Meeting on 24 August 2016

1. Attendance and approval of agenda and minutes

Attendees: Niclas Kvernørød, Anders Østergaard, Gulshanoy Tolipova, Susan Ambæk, Cree Schmidt, Kelly Pacheco, Michelle Roborg-Sondergaard, Kenneth Nielsen and Chris Hanna

Cancellations: Flemming Dahl, Svend Hylleberg and Elsebeth Jensen

Agenda was approved.

Minutes from June were approved.

2. Welcome of new board members and election of vice chair

Niclas Kvernørød proposed that Anders Østergaard serve as Vice Chair of the board based on his work and history with AAGE. The board agreed.

Gulshanoy Tolipova is a new board member. She is elected by the parents, taking over for Christian Schacht-Magnussen. Gulshanoy is working at BESTSELLER.

Kenneth Nielsen is a new board member, appointed by International Community, replacing Klaus Rimmen. Kenneth is working for Dansk Supermarked.

3. Reporting from the Head of School, Chris Hanna

a. News about staff and faculty

Henny Bak has joined the administration and will be taking over many of the administrative tasks from Cecilie Fink. Cecilie and Henny will be working together prior to Cecilie Fink leaving mid September.

Ane Charlotte Vest is taking over the administrative tasks at Bushøjvænget, hence taking over from Christian Brøndum.

b. Monthly number of children (total, new, leavers)

50 students leaving (8 of them graduating from MYP5), 63 students coming. Net gain: 13 students.

c. Financial figures (budget status this month)

Number of students not as high as in the budget. However, the new budget is robust so this will not cause major budgetary changes.

Cecilie Fink will provide the board with a list of companies that are represented as employers among the students' parents. This list will be discussed at the next board meeting.

Kenneth Nielsen, Susan Ambæk, Michelle Roboeg-Sondergaard and Niclas Kvernrød will get together and discuss a new approach regarding sponsors. They will define what the benefits of being a sponsor for AAGE are.

Board insurance will be discussed at the next board meeting.

d. Information about new local agreement

There is a new local agreement. It is currently in the process of being translated, so that all teachers can understand it.

e. IT decision: Bring your own device (BYOD) at AAGE and at which grade? Chris to present recommendation by the management.

Chris is looking into having a consultant come in to discuss, with the teachers, the future of IT development, planning and training at AAGE. The management is also looking into having PYP8 bring their own device in the future.

4. Deloitte report (pre-read enclosed confidential report - only in Danish)

a. Evaluation of the findings in the report

There are 7 overall conclusions. The school is on the right track, but it must continue to work on keeping a tight budget.

b. Decision on next steps presented by Niclas

The fee structure should be revised.

The cover expenses in KG has been high. This will be better controlled in the future.

Cleaning: Hire own employees and get to a cost level similar to other schools in the area.

5. Update on Budget 2016 and 2017 by Peder Pedersen (no decision at this meeting)

Even though the number of students on September 5 is slightly lower than expected, Peder Pedersen has discovered some additional money in the budget, that can help make up for this loss.

The board agrees that the new and updated budget is easy to get an overview of.

6. Choice of Auditor. Case presented at meeting by Niclas (pre-read see enclosed offer from Deloitte)

- a. Suggestion to change auditors from EY to Deloitte

Proposal made to change auditors from EY to Deloitte. Proposal approved.

7. Input to Strategy 2022 and Business Plan 2017 (POSTPONED TO THE NEXT BOARD MEETING).

- a. Discussion on long term achievements by 2022
- b. Draft of key objectives for calendar year 2017

8. New building – status on project and progress

- a. Niclas presents current state

A meeting will be held between the municipality, the architects and representatives from AAGE to determine the next steps.

- b. Discussion on next step

Once this meeting has been held, further planning can take place.

9. Any other business

- a. Calendar. The board would like the calendar on the website as soon as possible. Henny Bak will make this update during the coming week. This calendar will not include the internal faculty events.

Chris will be sending the electronic board meeting invitations to the new board members, Gulshanoy and Kenneth.

- b. Open Board Meetings: The two open board meetings have been set in the school calendar. (23 November 2016 and 2 March 2017)