

MINUTES OF AAGE BOARD MEETING
Thursday 22 March 2018, 18:00-20:40
Dalgas Campus

Board Members present: Niclas Kvernrod, Jesper Steiness, Jorgen Johannsen, Craig Jones, Kenneth Nielsen, Jackie Williams, Christina Tardez, Mona Juul

Other Participants: Emilie Zelander, Cree Schmidt, Lars Hansen, Chris Hanna

Regrets: Yago Bundgaard, Thomas Pallesen

Guests: Klaus Tvede-Jensen (18:00-19:10), Jon Bettger (19:00-19:25)

Minute taker: Chris Hanna

1. Attendance and approval of the agenda and minutes: The agenda was approved but rearranged to allow for the presentation and review of the Annual Report to take place first. The Minutes of three Board meetings were presented for final approval. The Minutes of the Extraordinary Board Meeting (12.03.2018) and the regular January meeting (25.01.2018) were approved. Clarification of wording in the December meeting's Minutes (07.12.2017) needs attention.
2. Approval of the Annual Report 2017 by Lars and Klaus Tvede-Jensen: Pre-reads regarding the Annual Report 2017 and the Revisions Report 2017 along with other informational documentation had been sent out prior to the meeting. Klaus reviewed the two "Reports" with Board members, providing clarification of the major line items. Considering the annual results from past years, the current figures were much improved which evidenced that the school had successfully completed a financial "turn-around", ending 2017 with positive figures. Both reports were approved by the Board to be presented at the annual General Meeting on 19 April 2018 for adoption.
3. PYP8 Exhibition by Jon Bettger: As the PYP8 homeroom teacher and AAGE's PYP Exhibition coordinator, Jon presented an overview of the different kinds of individual (research) projects students would be presenting on May 9 (08:30-15:00). His enthusiasm for the students' celebration of their learning through the completion of such projects along with his efforts to coordinate with other schools involved in similar project-based learning activities was evident. He extended an invitation to all Board members to attend, explaining that by meeting and talking with the individual students, a better understanding of the benefits of the IB-PYP programme would be gained.
4. Reporting from the Head of School Chris Hanna: A) Lars presented a financial update on the budget 2018. There were no concerns. B) Chris distributed an overview of student enrolment, commenting that the PYP1-3 early years program will increase in student numbers as additional students will be accepted in April and May. Based on enrolment projections for the 2018-19 school year, two sections of each grade level in PYP5-7 are to be expected. Christina Tardez urged the administration to plan communication regarding the new school year with the parents carefully so that they would be informed in advance of the new teacher and how the classes would be split and re-organized. C) News about staff and faculty including kindergarten: All teachers previously on maternity leave have now returned. D) Facilities: Board members were updated by Lars regarding the rat situation in the MYP building. Two rats had recently been caught even though the school felt the situation had been under control. In working with prevention specialists from the municipality, it was pointed out that in surrounding buildings outside of the perimeter of the school, there were also problems with rats. The Board asked the school administration to keep the parents informed accordingly, even though no new incidents had happened recently. Emphasis should be placed on informing new parents and students of the school's behavior expectations and rules by placing such information on ManageBac, in Parent Newsletters, in classrooms and on the school's website. Posting maps of classroom locations would be helpful as well. E) Update on Personal Privacy Act by Lars: Members of the school administration will be attending a Data Protection course aimed at helping all institutions implement the standards as approved by the European Union. Expect changes at AAGE as to how personal data is handled, stored and shared. F) Update on Labor Negotiations by Chris: A strike/lockout could be the result if the negotiations between numerous unions and the government is not resolved. April 10, 2018 is the first date action could be taken by either party but a wait-and-see approach is necessary as insufficient information is available at present. AAGE will make every attempt to keep the school open and MYP eAssessments will take place for MYP5 students if labor action falls on the exam dates.

5. One campus: Update on possible applications for foundations and rent agreement by Niclas and Lars. Formal requests for financial assistance will be submitted yet this month to two major foundations. AAGE can expect an answer by the end of May as to how much each foundation is willing to contribute towards the new building project. Such funds, completely separate from AAGE's regular operating budget, will be used for the planning, construction and equipping of a new facility which will house all grades PYP1-MYP5 on one campus. The administering of these funds will be overseen by a separate foundation yet to be formed. Concern was expressed that if no member of this new board had a vested interest in AAGE, then AAGE's Board needs to be able to retain some influence on how this new board conducts its business. The rent agreement which would be administered by the new board was described and based on the assumption that AAGE will grow to be between 500-600 students within five (5) years of AAGE's taking ownership of the new building, the proposed monthly rental rates were seen as acceptable. Approval of this rental agreements by the tax authorities now needs to be obtained.
6. IT report by Lars: Lars gave an overview of the successful planning and investment made by the school to date in order to improve student learning through the use of technology. An overview of AAGE's Information Communication Technology program was sent as a pre-read to all Board members by Chris. At the meeting, the request to the Board was made that all students (PYP7-MYP5) would be required to supply and "Bring Your (their) Own Device" (BYOD) effective with the 2018-2019 school year. This request was approved. Parents whose children are entering PYP7 and 8 will be notified separately of this new development by the school administration and corresponding information will be also added to AAGE's Fees and Terms document.
7. Marketing update by Niclas: During April 2018, a branding and marketing plan for AAGE will be developed. Craig Jones and Jackie Williams volunteered as parents to serve on the committee which will be formed and tasked with this activity.
8. AAGE General Assembly 19 April 2018 (pre-read of chairperson's report) and planning of the assembly: Plans for the annual General Assembly were discussed. All is proceeding as expected at this point.
9. Any other business: Chris reported on the status of the vacancies describing teaching positions needed as of the upcoming 2018-19 school year. Candidates will be interviewed and then a decision by the Board has to be made as to which positions can be financially realized. There was no further business.

Meeting adjourned.