

MINUTES OF AAGE BOARD MEETING (held on Thursday 29 September 2016)

Participants:

Chair, Niclas Kvernrod
Vice Chair, Anders Ostergaard
Member, Michelle Roborg-Sondergaard
Member, Kelly Pacheco
Member, Susan Ambaek
Member, Sven Hylleberg
Member, Gulshanoy Tolipova
Member, Kenneth Nielsen
Guest: Kathryn Templeman (until 19:20)
Head of School, Chris Hanna
Teacher Representative, Cree Schmidt
Minute Taker, Henny Bak

Regrets:

Member, Flemming Dahl

1. **ATTENDANCE; AGENDA; MINUTES**

Niclas Kvernrod called the meeting to order at 18:06. The Agenda and Minutes from the Board meeting on August 24, 2016 were approved.

2. **WELCOME OF NEW BOARD MEMBERS**

Planned for October Board meeting.

3. **REPORT FROM HEAD OF SCHOOL**

Chris Hanna highlighted the monthly student enrollment report, mentioning the almost full capacity at most PYP levels. The number of students on waiting lists for admission especially at PYP levels 1-6 is increasing. In further remarks, the budget is operating as planned and envisioned with separate amounts available for all grade levels and subject areas. Cree Schmidt commented that the ordering process for supplies and materials seems to be working smoothly.

4. **SCHOOL REPORT (IB e-ASSESSMENTS; MAP TESTING RESULTS)**

Kathryn Templeman reviewed the results of the IB-MYP e-Assessments (exams) taken by all MYP5 students in May 2016. AAGE participated in this pilot testing program this year along with other international schools which offer the IB-MYP programme. The exam results provided AAGE with initial data as a base line on which strengthening its program locally can be built.

Kathryn Templeman then provided a summary of the MAP results, an external on-line exam which was initially administered to students in fall of 2015 and again in spring 2016 so as to gather data on student annual growth as well as overall school-wide student performance in the areas of math, reading and language. The results based on some 25,000 students who sat these exams showed that in general, AAGE students are either at or slightly above their international counterparts.

5. **PROJECT BRIEFING**

In regard to the possible relocation of the Bushojvaenget PYP1-3 program to the Dalgas campus, Anders Ostergaard gave an initial report regarding the anticipated costs. A final decision regarding the possible move will be made at the October Board meeting following clarification of further details.

6. **ADMISSIONS POLICY**

Niclas Kvernrod made an initial presentation on how to maintain levels of income in light of the ever changing AAGE student population. Aspects of room size, levels of English used in the classroom, need for English language (EAL) support along with other variables were mentioned in further discussion. This agenda item will remain under further study.

7. FEES AND TERMS 2017-2018

Niclas Kvernrod presented a proposal to reduce the administrative work load necessary when administering the current version of the "Fees and Terms" document. Changes approved included removing the initial deposit, discontinuing the option for a percentage reduction for a full year's tuition payment, requiring the use of a "Betalingsservice" for parents in cases when two monthly tuition payments have not been made in time and invoking "active debt collection" when necessary. Tuition rates for the 2017-2018 school year were not discussed.

8. STRATEGY 2022 AND BUSINESS PLAN 2017

Niclas Kvernrod made an initial presentation on both short term (2017) and long term (2022) goals for AAGE. The discussion which followed encouraged Board members to provide feedback and to identify areas in which they would be willing to help with further development. Each member was asked to notify Niclas of those areas in which they could contribute. Once the strategy and the business plan have been revised and updated accordingly, these presentations will be made to both the AAGE staff and the parents (at the upcoming Parent Council meeting).

9. OPEN BOARD MEETING

Niclas Kvernrod reminded Board members of the upcoming "open" Board meeting scheduled for Wednesday November 23, 2016 starting at 18:00.

10. OTHER BUSINESS

There was no further business and the meeting was adjourned at 20:50.

ACTION ITEMS (referring to agenda items above)

- 1 Report on findings from visit to schools in Copenhagen. Check results from questionnaire made by Municipality which included questions concerning AAGE.
- 2 Follow up on finalizing the persons to replace vacated Board positions.
- 5 Collect further data on cost of PYP1-3 move from Bushojvaenget to Dalgas as well as provide renovation plans for parts of the Dalgas building.
- 6 Collect and re-examine variables to be considered when making additional student admissions
- 7 Examine structure and rates for tuition and school fees for the 2017-2018 school year.
- 8 Gather school statistics for business plan. Submit area of expertise to NK in which willing to help.