

Minutes of AAGE Board Meeting
Thursday, May 28, 2015
17:00 - 20:30

PARTICIPANTS

Chair, Christian Schacht-Magnussen
Vice Chair: Anders Ostergaard
Member: Niclas Kvernrod
Member: Flemming Dahl
Member: Michelle Roborg-Sondergaard>
Member: Kelly Pacheco
Member: Klaus Solling Rimmen
Member: Susan Ambaek
Guest: Gene Aidam
Guest: Pernelle Fau Clausen
Guest: Charles Hanna

REGRETS

Member: Svend Hylleberg
Member: Rune Kilden
Guest: Nicola Woodvine

Christian Schacht-Magnussen called the meeting together at 17:15. He welcomed the three new board members (Michelle Roborg-Sondergaard, Susan Ambaek, and Kelly Pacheco) who had been elected at the Annual General Assembly held on April 28, formally replacing Peter Post, Tim Gram Lykholt, and Eric Hygum.

1. ATTENDANCE AND WELCOME: Following a brief introduction of all persons present, Christian Schacht-Magnussen presented a powerpoint on the "Tasks and Responsibilities of Board Members" as seen from the standpoint of Danish law and the Association for Private Schools in Denmark. The final slide gave an updated overview of the Board's "Primary Goals for 2015-2017" towards which the newly constituted Board should work. This list of goal statements was welcomed by the members present.

Charles Hanna presented further information on "Responsibilities, Duties, and Powers of the Board of Directors" as seen from an

international perspective, referring also to the Council of International Schools' "Standards for Accreditation in the Area of Governance and Management."

2. APPROVAL OF THE AGENDA: The agenda was approved with one addition regarding "Payment of Fees" which was added under Item 10 (School Fees and Fee Structure).

3. APPROVAL OF THE MINUTES: The Minutes of the Board meeting held on April 23, 2015 were approved.

4. FINANCIAL REPORT: Klaus Solling Rimmen gave a general overview of the school's financial status, especially in light of the pending action which would allow the school to take over the ownership from the City of Aarhus of the Dalgas building as of 1 July 2015. He then pointed out that in the future, the school should take over the responsibility of presenting the Financial Report. The school's Project Manager and Bookkeeper were invited to be present at the June meeting of the Board.

5. SUMMER CAMP: An initial estimate of the operational costs to run this year's PYP 1-3 section of AAGE's Summer Camp program was presented. Following a discussion of the funding, the school was asked to re-examine its calculations as the current amount estimated was not provided for in the current annual budget. This agenda item will then be discussed anew at the June Board meeting.

6. FINANCIAL REQUIREMENTS 2015-2016: Board members were briefed about general aspects concerning building maintenance and operational upkeep which AAGE will incur once it assumes ownership of the Dalgas building. Given the anticipated increase of some seventy students as of August 2015, requirements for additional classroom furniture and IT hardware will also need to be met. Klaus Solling Rimmen asked that the new student figures be entered into the budget so that a more accurate insight into the school's expected financial status could be gained. The expected increase in student enrollment will impact faculty and staffing, materials and equipment, in addition to the related responsibilities associated with the building ownership.

7. STAFF APPRECIATION GATHERING: Clarification was given in regard to

this event, hosted and organized by parents from the Parent Council, to express their thanks to the AAGE faculty for their contributions on behalf of the students during the 2014-2015 school year. It will be held in the Dalgas faculty room on Monday 8 June from 16:30-18:30.

8. PARENT COUNCIL CONSTITUTION: The Board voted formally to accept the recently revised wording of the Parent Council Constitution. A copy of this document had been presented at the previous Board meeting as information for the members' review.

An informal request that a nominal sum be set aside in the school's budget to offset costs incurred by the Parent Council was seen positively. The status of the Parent Council as a legal entity responsible for raising its own funds needs to be clarified. The sum remains yet to be determined.

9. STUDENT ADMISSIONS: PRIORITY LISTING: Discussion centered around the current guidelines with the request that one slight modification be made. Given the increasing number of local families wanting their children to attend AAGE, there is the need to keep the classroom student language proficiency levels within the boundaries of what the school's language program can provide (levels A, B, and C) in order that the rate of learning can be maintained. Also to be considered is the need to balance acceptance of local family applicants with the need to have seats available for international families. Following discussion, it was agreed to revise points 4 and 5 of the student admission's Priority Guidelines by inserting the phrase "with no international experience" to provide greater clarity.

10. SCHOOL FEES AND FEE STRUCTURE: The discussion centered around tuition income not being sufficient to meet the demands of the curriculum. Prior Board action had at one point dropped tuition rates in an effort to attract more students, apparently without full understanding of how this could impact aspects of the school's curricular program in the long run.. Given limited textbook and library resources, the current demand for hardware and software has increased, opening up additional resources for student access and assessment. Costs also for the school's student field trips need to be step by step integrated into the tuition fee if the field trip program is going to become a permanent and guaranteed part of the annual program, rather than the

current situation of asking parents for a one time payment late in the school year. The summer school program, which for PYP 1-3 is required to be held by the City of Aarhus, also needs to be financially independent so as not to require additional financial support from AAGE. In light of such demands, the Board saw no other option than to raise the monthly tuition fee by a further DKr 350.- which is in addition to the initial monthly tuition fee increase of DKr 100.- per student announced previously. A letter will be sent to the parents announcing this fee increase and tuition rates on the school's website will be adjusted accordingly.

Following further discussion, it was agreed that for a family to be in a position to register their child(ren) for the subsequent, new school year, all back fees for the current school year must have been paid.

11. POLICY DEVELOPMENT; DISCOUNTS: Christian Schacht- Magnussen highlighted the need to have a set of transparent guidelines regulating student tuition rates for school attendance. The lengthy discussion which followed indicated that this topic is very sensitive and complex, one which has developed over time within the context of the founding and development of the school. Board members agreed that the school must now resolve this issue and expressed hopes that effective as of the 2016-2017 school year, a proper solution could be found. Even the term "discounts" could be changed to "scholarships" to express the intent of such upcoming changes more accurately. The topic was referred to a sub-committee of the Board for further consideration and study.

12 MISCELLANEOUS:

Eric Hygum announced that he was stepping down from the Board and would be replaced by Elsbeth Jensen, also of Via University College.

The International Festival held usually at AAGE in spring will now be postponed to a fall 2015 date in order to combine it with an overall celebration of the school's ownership of the Dalgas building and a formal recognition of the donors who made this possible.

Membership in the Board's sub committee on finances is as follows: Christian Schacht-Magnussen, Niclas Kvernrod, Klaus Solling Rimmen, and Michelle Roborg-Sondergaard

13. ADJOURNMENT: The meeting was adjourned at 20:40.
The next meeting of the AAGE Board will be on Thursday 25 June,
starting at 17:00 in the Dalgas building.