

Open Board Meeting on 23 November 2016

Participants: Niclas Kvernørød, Anders Østergaard, Susan Ambæk, Kelly Pacheco, Michelle Roborg-Sondergaard, Kenneth Nielsen, Flemming Dahl, Jørgen Johansen, Chris Hanna (Minute taker)

Regrets: Svend Hylleberg, Cree Schmidt, Henny Bak

Niclas Kvernørød opened the meeting at 18:05 and welcomed the parents in attendance.

1. Attendance and approval of agenda and minutes

The meeting's Agenda and the Minutes of the Board Meeting on October 27, 2016 were approved.

2. Reporting from the Head of School, Chris Hanna

- News about staff and faculty
- Status of no. of children by current month

The student enrollment figures were presented in two versions, first showing the current class enrollment and numbers of students on the waiting lists. The second version presented an overview as if a new PYP3 and an PYP4/5 split class were to be opened.

3. Budget 2016: 10 month status by Jørgen (pre-read)

Jørgen reviewed the level of expenditures to date and although finances are stronger than last year, the projected deficit remains as expected. State subsidies as well as support from sponsors remain vital components in the funding of AAGE.

4. Briefing. Presentation of expatriation survey made by the Municipality (pre-read)

(Postponed until December Board meeting)

5. Decision point: Opening of combined PYP4 and PYP5 class by January 2017 as well as expanding PYP3 by Niclas (pre-read)

Niclas presented the issue of opening the additional two classes both in financial terms as well as in light of the long waiting lists at these levels. Keeping the priority of long-term growth of AAGE remains important. Discussion followed. The parent elected representatives present voiced concern that such a move might risk placing the school back in at similar financial situation as to what it experienced in mid 2016. They would feel more comfortable if the funding were first to be secured prior to adding new classes. Other members present expressed the necessity of the school to expand so as to meet the demands of an ever-growing population in need of an international education. As the topic needed additional time for discussion, it was tabled. A separate meeting to further consider the proposal will be scheduled.

6. Decision point: Insurance of Board members by Susan

Susan reviewed the terms of the group liability insurance policy for Board Members which would also cover members of AAGE's school administration. As this information had been sent out previously to all Board members, discussion was brief.

The decision was made to activate this insurance policy immediately.

7. Business Plan 2017 update by Niclas

- **Focus on involvement and interaction with staff members from the board**

To keep moving forward on the “Key Achievements for AAGE in 2017” 2-3 topics will be addressed at each Board meeting to keep track of progress made to date. Upcoming topics include the tuition fee structure, assessment and evaluation of quality, as well as IT infrastructure and communication.

8. Any other business

a. IT and Communication by Gulshanoy Tolipova and Michelle Roborg-Sondergaard

Gulshanoy presented the Board members with an in-depth report on the current IT infrastructure at AAGE in support of “Key Achievements for AAGE in 2017”, Goal No. 7 (Establish IT and intranet backbone). This paper along with the findings will serve as the baseline for all further work on this goal.

Michelle continued the presentation by addressing findings and recommendations concerning AAGE’s strategy for internal and external communication. Both forms of communication should contribute toward building an improved image of AAGE. Representative committees will be formed respectively in January to move the school forward in a focused fashion.

There was no further business.

Niclas thanked the parents for attending and closed the meeting at 20:20.