

Minutes of School board Meeting

Place: Skimminge 21, Maribo

Date: 16:30 Monday 19 August 2024

Attended: Annelies, Dorothee, Dorothea, Iris, Karina, Sarah (Brian, Dom)

Apologies: Per

Attachments:

- Minutes form last meeting (June)
- School board meeting calendar
- Grade 9 exam results
- LIS Bylaws
- Principle: Parents' class council_draft
- Class council flyer

Agenda

1. 16:30- What does it mean to sit on a school board? Training for new board members only.

Description:

1. Dom will run a short school board training session for Dorothee and Dorothea. Other board members come at 17:00.

The training session is an adapted version from Komponent and will include the following topics:

- Purpose and history
- Governance
- Meetings of the school board
- Tasks of the school board
- Principles of the school board

2. 17:00- The board meeting proper, welcome

Description:

2.1 Dom to welcome and open the meeting.

2.2 Dom will introduce city councilor, Tine Clausen, who is sitting in today's meeting.

Minutes:

Announcement- Unfortunately Per has decided to step down from the school board due to other commitment. He says thanks to everyone.

Action: Dom to contact the first substitute, Puneet, to offer him a place on the board.

3. 17:05- Approval of minutes and approval of agenda

Description:

- 2.1 Approval and minutes from last board meeting (attached). Do the members from the past board approve?
- 2.2 Approval of agenda- are there any comments to the agenda? Is it approved?

Minutes:

- 2.1 Minutes from last meeting approved without comments.
- 2.2 Agenda of the meeting today approved. From now on the agenda and additional papers will be handed over to the board in printed versions before the meeting.

3. 17:10 Election of chair-person, deputy chair-person and invitation to substitutes

Description:

- 3.1 Following the rules set out in §10 of the school's bylaws, the first meeting will be led by the principal. At this first meeting a chair and deputy chair will be elected. The chair must be a parent representative and is decided by first past the post voting. In the event of a tie, the positions will be decided by drawing lots.
- 3.2 A call for nominations for the chair followed by a vote, if necessary.
- 3.3 A call for nomination for the deputy chair followed by a vote, if necessary.
- 3.4 Tradition over the past two school boards has been to invite the substitute board members to all meetings. The idea was to harness the positive energy from the parent body. There has only been one or two substitutes in the past. This time there are five. Only elected board members get a vote unless a substitute is stepping in for an absent board member. Should substitute board members be invited to all board meetings?
- 3.5 (if necessary depending on the vote of 3.4) If a board member is going to be absent, or is suddenly not able to attend, is it agreed that it is their responsibility to contact the substitute?

Minutes:

- 3.1, 3.2, 3.3 Dom suggest to postpone the chair election and deputy chair so that the replacement, Puneet, can join. Board agrees.
- 3.4 In the past we had few substitute members of the board. They were invited for their contribution and so that they were familiar with the meetings. Now that we have 5 substitutes it would mean meetings with a lot of participants. Substitutes are not allowed to vote.
The board agrees to invite two of the substitutes to future meetings.
Action: Dom to inform the number 2 and number three substitutes that they will be invited to future meetings. If they can not attend, they can pass on their invitation to the next substitute in line.
- 3.5 The agenda goes out a week before. If one is unable to come she or he should try to contact a substitute. A contact list will be made available.
Action: Dom to distribute a contact list.
- 3.6 Process for concerns, eg: absenteeism, inappropriate behaviour- board member approach the chair, who will discuss with the person of concern. If the situation does not improve, the chair will offer the person of concern the opportunity to step down. Otherwise, an agenda point of 'no confidence' will be included.

4. 17:30 News from the principal

Description:

Dom (and in future the chair as well) will provide updates and news that is relevant for the board.

4.1 Espen, LK School Sector leader, and Dom's boss, has resigned and finished on 30th June. Peder, the current deputy will step in as acting-chef until an expected appointment of the replacement on 1st November. What does this mean for LIS?

4.2 Update on the pavilions.

4.3 School start- day one

4.4 New staff, Nanette, Mikkel and Pia.

4.5 Student numbers, update provided by Karina.

4.6 Student council election and årshjul. Ideas for student council topics?

4.7 Grade 9 exam results (see attached)

Minutes:

4.1 Discussion on the potential impact of the change in school sector leadership.

Suggested by a board member to invite the future sector leader to a board meeting.

4.2 Football cage has been removed. Plumbing installed. Projected arrival of pavilions is the 21st September. Handover in week 41. Even though the space in the school yard has been reduced it works out fine.

Students get along.

4.3 Day one went fine.

4.4 New staff

Nanette experienced teacher from Germany hired for Grade 0. Mikkel is new teacher. International person has been student at international schools himself. Familiar with the international school culture.

Pia is our new experienced Danish teacher. Pia is also "danskvejleder" – reading consultant that can advise teachers and help testing students etc.

4.5 Student numbers

155 students currently – 18 of them come from Spring School. Next years spring school is also full. 8-10 more is expected to arrive during the year.

Tine Clausen suggests that LIS will hand in specific numbers about student background; how many live in Lolland, how many in other places.

4.6 Student Council

Student Council having election these days. Chair of the Student Council will be invited to the next board meeting. Member of board suggests to let the youngest students get a feeling of how the student council works – perhaps an invitation to join a part of a student council meeting.

The board suggests to keep focusing on the use of language among students.

4.7 Grade 9, Exam results. Good results were achieved, also in Danish and comparable with the results at other schools in the area. Cambridge results were also satisfying.

As the students at LIS don't do a full FP9 exam series, they all take an entrance test to the gymnasium.

Almost every student passed that test. In average 81,5% correct answers. All Grade 9 students from last year are moving on with their education – at efterskole, Gymnasium, IB or Grade 10.

4.8 Cooperation efforts between BS and LIS in regard to the language culture on campus.

4.8 Karia mentioned a meeting coming with some parents' council members to discuss and arrange future International Day events.

5. 17:50 Amendment to the School's Bylaws.

Description:

5.1 The last school board, on several occasions, have raised some questions and proposals that would require the LIS bylaws to be changed. Any change to the bylaws required the city council to vote and approve the amendments. Proposed changes are in relation to the rules regarding enrolment waiting lists, increasing the size of the school board from 5 to 7 parent representative, to bring it in line with other

schools, and increasing the term of the school board from 2 to 4 years, again to be in line with other school. Time will be given at the next board meeting to discuss this further.

Minutes:

5.1 Waiting list works as a lottery system. Other systems could replace that if decided.

Pros and cons discussed. There will be time to discuss further later.

School board size; talk about the process on how to change the size of the board if there is a wish to do so. Term of school board can be extended. Originally it was set for 2 years as families were expected to leave again soon – but time has shown that many families stay longer. Other schools have a longer term. If the school board wishes to extend the period a case must be written to “Børne- og Skoleudvalget” in Lolland Kommune. Pros and cons being discussed.

6. 18:05 Information nights

Description:

6.1 Parent information evenings begin tomorrow. It is proposed that a board member attends each meeting to introduce themselves. Are there any classes not represented by the present board, who will attend these meetings?

Minutes:

6.1 Dom suggests board members to attend Parent information evening. Almost all classes could be covered by board members being parents in the classes.

Action: Dom to let teachers know that board members will briefly introduce themselves.

7. 18:20 Principles- parents class council

Description:

7.1 Parents class councils (forælderråd/kontaktforælder) are very common in Danish schools and have been a part of LIS since the beginning. The understanding of what these are and the involvement have increases over time. However, there are challenges probably due to lack of understanding or cultural difference. It has been proposed by the previous board to have a principle on parents’ class council to ensure they are a valued part of the organization and communication at LIS. The resent draft is attached. Are there any further additions or edits required?

Minutes.

7.1 Comments on the draft. Dom explains how class council can be used in the classes – how teachers can use class council and how teachers can help class council. The brochure could be shared a parents info night.

Questions and talk about the paragraph’s.

Talk about the number of representatives from each class. Nice when many parents want to be a part of class council and help out, but limiting the number to two, as main contacts, could make it easier to administer to the work.

A parent has recently requested an “International Day” – like a day to celebrate the international culture. Maybe combined with the opening of the pavilions. A parent suggests to check if there is an official “International Day”. A meeting will soon be held between Karina and a few parents to discuss further.

8. 18:50 Next meeting

Description:

8.1 24 September, Amendment to the bylaws , principles (general school rules, class trips)

Minutes:

8.1 Next meeting will be the 24. of September 16.30.

8.2 Additional topics for the meeting: bylaws discussion continues, approval of class council principle, election of chair and vice chair, welcome student council reps.

9. 19:00 AOB

Description:

Opportunity for any brief announcements or proposals.

Minutes:

Nothing to add.

Meeting ended 17:00