
Minutes from board meeting 9-2020

Organization	Stiftelsen Trondheim International School
Meeting number	9-2020
Date	Wednesday, December 16, 2020
Time	6:00 PM - 7:40 PM
Location	https://meet.google.com/dvv-fvtv-tih?hs=122&authuser=0
Procedure	Ordinary Board meeting - online

Participated

Øyvind Fries (*Chair of the Board*), Jennifer Elise Branlat (*BoD Member*), Wenche Brenne Drøyvold (*BoD Member*), Linda Anita Haugen (*BoD Member*), Aase Müller (*BoD Member*), Agneta Amundsson (*Head of School*), Marc Urie (*Non-teaching staff representative*), Christine Østerlie (*Business Manager*), Virginia Neilsen (*MYP coordinator, Attended from 18:20 - 19:10*), Hope Steen (*PYP coordinator, Attended from 18:20 - 19:10*)

Lawful absence

Marte Løvik (*Vice Chair of the Board*), Jelena Sitar (*Teaching Staff Representative*), Gunn Langset Trøan (*Trondheim municipality representative*), Caroline Cheng (*Parent Committee Representative*), Henny Brilke (*Student Council Representative*)

Issue 82 Board call and agenda

Opening of meeting

Decision

The Board approved the call and agenda. One issue reported to Miscellaneous; Board meeting plan for next year.

Issue 83 Minutes 8-2020

Approval and signature

Decision

The protocol was signed electronically prior to the meeting. There are a few signatures missing from previous meetings (meeting 3,4,6 & 8), these will be signed shortly.

Issue 84 Previous decisions and tasks

Update

The Board reviewed the overview of previous decisions and tasks. Cases that have been ongoing are now closed. The facilities agreement with Preschool was signed today.

Issue 85 Head of School Report

Update

The Head of School reported status, plans and challenges based on the school's strategic focus areas. In addition she gave an update on the Covid-19 situation and how the school has adapted everyday school life to meet requirements and infection control.

There has recently been good and important meetings and communication between the independent schools with both Trondheim kommune and Fylkesmannen. The School also works closely with, and feel supported by Næringsforeningen and the local political environment.

The presentation was sent out together with the agenda.

Decision

The Board took note of the provided written and verbal information.

Issue 86 Business Manager Report

Update

Status: Refer to the attached accounting report October from Økonomisenteret AS. We are as expected still a head of budget for the current year. The surplus is related both to increased income and lower operation costs than budgeted, as reported earlier. This will lead to a desirable annual result for 2020 which will make the school's economy more sustainable.

Due to a decrease in rental income gym, the expected deficit in SFO will partly be covered by funds for earned profits from last year (balance account #2053).

Plans: Preparing and end accounting and systems for 2020, and prepare for the next year.

Challenges: Nothing to report related to the financial.

Other information: Økonomisenteret has completed a restructuring. Information letter attached.

The school received today a letter from Udir regarding fundings to cover extraordinary costs in regards to Covid-19. The fundings are to cover extra costs both in School and SFO. The letter will be presented in the next Board meeting.

Decision

The Board took note of the provided report and information.

Issue 87 IB reporting

Discussion

General IB reporting in accordance with the Independent School Act §5-2, Board Instructions and the BoD annual plan. Refer to the attached presentation.

Hope Steen (PYP Coordinator) and Virginia Neilsen (MYP coordinator) presented a thorough update in regards to the IB program with status on Policies & Practices, Governance, Educational Leadership, Promotion & Representation and PD plans for 2021.

A lot of work is done on mapping and complying with GDPR requirements because we use a number of systems for international schools that originate outside the EU / EEA.

It has been extra challenging to create participation from parents due to the Covid-situation. The GSI reporting system is not customized for IB schools which may effect the result of the reporting.

Decision

The Board took note of and discussed the status, plans and challenges in the presented report provided by the Coordinators.

Issue 88 Miscellaneous

Non planned issues

AA: The plan for Board meetings for spring 2021 will be suggested in the next Board meeting. Until then, the date for the next Board meeting in January must be clarified.

Decision

Meeting 1/2021 planned to be held 27.01.2021, meeting 2/2021 planned to be held 03.03.2021. A complete meeting plan for spring 2021 will be approved in the next Board meeting.

Location:

Date:

*Signed 1/27/21 by Fries,
Øyvind using BankID.*

*Signed 2/15/21 by Branlat,
Jennifer Elise using BankID.*

*Signed 1/26/21 by Drøyvold,
Wenche Brenne using BankID.*

Øyvind Fries
Chair of the Board

Jennifer Elise Branlat
BoD Member

Wenche Brenne Drøyvold
BoD Member

*Signed 1/27/21 by Haugen,
Linda Anita using BankID.*

*Signed 1/26/21 by Müller, Aase
using BankID.*

Linda Anita Haugen
BoD Member

Aase Müller
BoD Member