

Date: Wednesday 6/5/24, 6:00 PM - 8:00 PM (CEST)  
Location: Trondheim International School, Festningsgata 2, 7014  
Trondheim  
Meeting type: Fysisk møte

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## Protocol for Board meeting 4-2024

### Meeting purpose:

Regular board meeting

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### Participated:

Camilla Knudsen Tveiten, Chair of the Board	Alberto Valle, Teaching Staff Representative
Anita Utseth, Vice Chair of the Board	Benjamin James Dean, Non-teaching staff representative
Erik Skjelstad, BoD Member	Linda Kristiansen, Parent Committee Representative
Therese Nøst, BoD Member	Kristine, Student Council Representative
Thale Elisabeth Gray Herbertson, Head of School	Hope Steen, Secretary of the board

### Did not participate:

Jochen Köhler, BoD Member	Anne Trine Hagfors, Trondheim municipality representative
Mette Winsnes Råberg, BoD Member	

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## Issue 29 - Board call and agenda

### Decision:

 The Board approved the board call and agenda.

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## Issue 30 - Minutes 3-2023

### Decision:

 The board took note of the protocol from the AGM. Signed by parents, not BoD.

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## Issue 31 - Previous decisions and tasks

### Decision:

 Acting Head of school to have completed relevant pending items by end of tenure.

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## Issue 32 - Welcome and introductions - new Board of Directors

### Decision:

 The Board welcomed the new members.

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## Issue 33 - Head of School Report

### Decision:

 The board took note of the Head of School report.

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## Issue 34 - Head of School Transition

### Decision:

 An oral overview of the process so far was given. The board took note of the information.

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## Issue 35 - Evaluation of the Annual General Meeting

### Decision:

 The Board was in agreement that the AGM was successful and fulfilled the necessary requirements.

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## Issue 36 - Review - School Environment

### Decision:

 The Board noted the upcoming changes in the Education Act relating to School Environment and how the school has already begun to update their work in this area.

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## Issue 37 - Udir annual 'tilstandsrapport'


### Decision:

 Postponed.

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## Issue 38 - BoD meeting calendar 2024/25

### Decision:

 The Board approved that the Chair of the Board and the incoming Head of School would propose a meeting schedule for approval via email.

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## Issue 39 - Miscellaneous

### Decision:

 No items.

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## Signatures

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Camilla Knudsen Tveiten  
Chair of the Board

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Anita Utseth  
Vice Chair of the Board

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Erik Skjelstad  
BoD Member

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Therese Nøst  
BoD Member

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Thale Elisabeth Gray  
Herbertson  
Head of School