

Signing of protokoll-8-2024-11.12.24.pdf

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Mette Winsnes Råberg	1/6/25	with Norwegian BankID
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Erik Skjelstad	12/17/24	with Norwegian BankID
Camilla Knudsen Tveiten	12/17/24	with SMS one-time code
Therese Nøst	12/12/24	with Norwegian BankID
Jochen Köhler	1/6/25	with SMS one-time code



Date: Wednesday 12/11/24, 6:00 PM - 7:30 PM (CET)
Location: Trondheim International School
Meeting type: Fysisk møte

Minutes for Board meeting 8-2024

Participated:

Camilla Knudsen Tveiten, Chair of the Board
Erik Skjelstad, BoD Member
Jochen Köhler, BoD Member
Mette Winsnes Råberg, BoD Member
Therese Nøst, BoD Member

Bjørn Ivar Midjo, Head of School
Alberto Valle, Teaching Staff Representative
Benjamin James Dean, Non-teaching staff representative
Linda Kristiansen, Parent Committee Representative
Hope Steen, Secretary of the board

Did not participate:

Anita Utseth, Vice Chair of the Board

Anne Trine Hagfors, Trondheim municipality representative

Issue 53 - Board call and agenda

The Board approved the Board call and agenda.

Issue 54 - Minutes

The Board approved the previous meeting's minutes.

Issue 55 - Previous decisions and tasks

There are no previous decisions or tasks.

Issue 56 - Head of School Report

The Board took note of the Head of School Report.

Current enrolment: 218

PYP teachers participating in Jobalikes for specialist teachers.

Leirskole meeting for parents to prepare for a Winter Leirskole at THIS.

Safe Way to School Campaign completed Parent Committees at THIS and Tomasskolen.

The percentage for sick leave is currently at 5.81.

Abelia/NIBS: continuing to collaborate regarding grade conversions for DP schools.

Local politicians visited the school for networking in line with the strategy. Continue to develop links with local researchers, industry and business with international hires.

Ongoing work with staff, students and parents with the school's vision / mission statements (unchanged since 2016). HoS presented a timeline up until June 2025.

Issue 57 - Budget 2025

The HoS presented the Budget for 2025.

Prognosis for the total budget for 2025 shows a surplus of +/- 300,000 NOK. The surplus is directly connected to the new school fees. Department accounts are included on separate tabs.

Decision:

 **The Board approves the Budget for 2025.**

The Board encourages the Leadership to continue working on marketing for the Primary Years Program.

Issue 58 - Admission regulations at THIS

Admissions regulations to be updated on two separate points: deadline for main admission and class size caps.

1) Deadline for Main admission

The school wants to move the deadline from April 1st to February 1st. The suggestion is to ensure the school provides families adequate time to accept the offer and is in line with comparable private schools in Trondheim.

2) Class size caps

The current Admissions Regulations states, "The maximum number of students at school is 230 and the maximum number of students per class is 23. However, no current class enrolments exceeding 23 will be canceled in any year level, to adhere to the class size caps."

The school proposes to adjust the regulations to state, "The maximum number of students at school is 230. The students will be divided as evenly as possible across each class."

Decision:

 **The Board approves the suggested Admission regulations.**

The Board approves the suggested Admission regulation as this provides more flexibility with admissions.

Issue 59 - Miscellaneous

Suggested dates for BoD meetings in the Spring:

29.01.2025

26.02.2025

07.05.2025 (AGM) - and Open House

11.06.2025

Signatures

*Signed by Camilla Knudsen Tveiten
12/17/24, 1:44 PM CET with SMS one-time code*

Camilla Knudsen Tveiten
Chair of the Board

*Signed by Anita Utseth
12/12/24, 7:20 PM CET with SMS one-time code*

Anita Utseth
Vice Chair of the Board
Minutes seen

*Signed by Erik Skjelstad
12/17/24, 1:44 PM CET with Norwegian BankID*

Erik Skjelstad
BoD Member

*Signed by Jochen Köhler
1/6/25, 3:53 PM CET with SMS one-time code*

Jochen Köhler
BoD Member

*Signed by Mette Winsnes Råberg
1/6/25, 8:22 PM CET with Norwegian BankID*

Mette Winsnes Råberg
BoD Member

*Signed by Therese Nøst
12/12/24, 2:43 PM CET with Norwegian BankID*

Therese Nøst
BoD Member

*Signed by Bjørn Ivar Midjo
12/12/24, 2:31 PM CET with Norwegian BankID*

Bjørn Ivar Midjo
Head of School

Anne Trine Hagfors
Trondheim municipality
representative
Minutes seen