

Signing of minutes-2-2025-26.02.25.pdf

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Mette Winsnes Råberg	3/25/25	with Norwegian BankID
Anita Utseth	3/24/25	with SMS one-time code
Bjørn Ivar Midjo	3/3/25	with Norwegian BankID
Camilla Knudsen Tveiten	3/10/25	with Norwegian BankID
Erik Skjelstad	3/17/25	with Norwegian BankID
Therese Nøst	3/3/25	with Norwegian BankID
Jochen Köhler	3/17/25	with SMS one-time code



Date: Wednesday 2/26/25, 6:00 PM - 7:30 PM (CET)
Location: Trondheim International School
Meeting type: Fysisk møte

Minutes for Board meeting 2-2025

Participated:

Camilla Knudsen Tveiten, Chair of the Board
Anita Utseth, Vice Chair of the Board
Erik Skjelstad, BoD Member
Mette Winsnes Råberg, BoD Member

Therese Nøst, BoD Member
Bjørn Ivar Midjo, Head of School
Linda Kristiansen, Parent Committee
Representative
Hope Steen, Secretary of the board

Did not participate:

Jochen Köhler, BoD Member
Alberto Valle, Teaching Staff Representative

Benjamin James Dean, Non-teaching staff
representative
Anne Trine Hagfors, Trondheim municipality
representative

Issue 8 - Board call and agenda

The Board approved the Board call and agenda.

Issue 9 - Minutes

The Board approved the previous meeting minutes.

Issue 10 - Previous decisions and tasks

There were no previous decisions and tasks.

Issue 11 - Annual Wheel

The updated Board Annual Wheel for 2025 requires approval from the Board.

Decision:

 **The Board approves the Annual Wheel for 2025.**

The meeting on Wednesday, 11th of June was changed to Thursday, 12th of June.

The dates are set for the Spring and the dates for the fall are tentative.

Issue 12 - Head of School Report

The Head of School Report was short, as items were presented as separate cases in the meeting.

The Board took note of the Head of School Report.

Issue 13 - Organization Chart Review

The Board took note of the updated organization chart and this will be updated on the school's website.

Issue 14 - Personnel Plan / PD Plan

The Board took note of the Personnel Plan / PD Plan for 2024-2025. The plan provides an overview of the school's needs for recruitment, short and long term. A focus area for the school includes competence in Special Education as a subject.

Issue 15 - Student School Environment

The Board took note of the UDIR Student School Environment Survey results and complimented the systematic follow-up by the school. This includes reviewing data over 4 years to analyze the school environment per class over time, both where the school environment has improved (or are strong) as well as areas of concern. Teachers and students use the data to create goals in each year level.

Issue 16 - Board Evaluation Results

The Board reviewed the evaluation. The Board pointed out the importance of minutes related to Board decisions (requesting that the process of decisions is clearly documented in minutes).

Signatures

*Signed by Camilla Knudsen Tveiten
3/10/25, 12:14 PM CET with Norwegian BankID*

Camilla Knudsen Tveiten
Chair of the Board

*Signed by Anita Utseth
3/24/25, 7:04 PM CET with SMS one-time code*

Anita Utseth
Vice Chair of the Board

*Signed by Erik Skjelstad
3/17/25, 1:43 PM CET with Norwegian BankID*

Erik Skjelstad
BoD Member

*Signed by Jochen Köhler
3/17/25, 1:02 PM CET with SMS one-time code*

Jochen Köhler
BoD Member
Minutes seen

*Signed by Mette Winsnes Råberg
3/25/25, 9:31 PM CET with Norwegian BankID*

Mette Winsnes Råberg
BoD Member

*Signed by Therese Nøst
3/3/25, 9:36 PM CET with Norwegian BankID*

Therese Nøst
BoD Member

*Signed by Bjørn Ivar Midjo
3/3/25, 11:56 AM CET with Norwegian BankID*

Bjørn Ivar Midjo
Head of School