

## Signing of minutes-3-2025-26.03.25.pdf

**This document is digitally signed by:**

Mette Winsnes Råberg	4/2/25	with Norwegian BankID
Anita Utseth	4/2/25	with Norwegian BankID
Bjørn Ivar Midjo	3/31/25	with Norwegian BankID
Erik Skjelstad	4/2/25	with Norwegian BankID
Camilla Knudsen Tveiten	3/31/25	with Norwegian BankID
Jochen Köhler	4/3/25	with SMS one-time code
Therese Nøst	3/31/25	with Norwegian BankID



Date: Wednesday 3/26/25, 6:00 PM - 7:00 PM (CET)  
Location: Styremøte (digitalt) Wednesday, March 26 · 6:00 – 7:00pm Time zone: Europe/Berlin Google Meet joining info Video call link: [Google Meet](#) Or dial: (US) +1 413-276-7390 PIN: 114 821 432#  
Meeting type: Video meeting

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## Minutes for Board meeting 3-2025

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### Participated:

Camilla Knudsen Tveiten, Chair of the Board  
Anita Utseth, Vice 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  
Hope Steen, Secretary of the board

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### Issue 17 - Board call and agenda

The Board approved the Board call and agenda.

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### Issue 18 - Minutes

The minutes were signed. Bjørn Ivar requested minutes to be signed when requested.

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### Issue 19 - Previous decisions and tasks

There were no previous decisions and tasks.

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### Issue 20 - Approval and Signing of Annual Report 2024

Requesting a fast signature from Board members.

Good collaboration with BDO and Økonomisenteret with good results from 2024.

808,707 overskudd

Suggest the school 801,199 transfers to egenkapital, 7508 transferred to a fund for tilleggsvirksomhet.

State funding was better than expected in 2024

Comments: what is fund for tilleggsvirksomhet? - GYM&SFO.

Also - estimated 500,000 for spes.ped for 2024 that we have not received. Expected in May 2025. It could be more, it could be less.

**Decision:**

 The Board approves and signs the Annual Report for 2024.

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**Issue 21 - Planning the AGM**

AGM planned for 07.05.2025

All Board members are required to attend.

Started a draft for the meeting that includes a report to the AGM, in addition to the formal nominations / voting.

Documentation to be sent out 17 days prior to the AGM.

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**Issue 22 - Code of Conduct (no changes)**


No changes to the Code of Conduct.

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**Issue 23 - Granting signature Rights to the Head of School (daglig leder)**

The Board must approve that the Head of School is granted sole signature rights on behalf of THIS.

**Decision:**

 The Board approves that the Head of School is granted sole signature rights on behalf of Trondheim International School, and the Board instructs the administration to ensure that this change is registered with the Brønnøysund Register Centre. \*As long as it is within the approved strategy and budget.

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**Issue 24 - Strategy Process**


The school is working with Vision / Mission before the summer. Leadership will not be using time on a new strategy this spring. Continue with making a solid vision / mission that will lead to further strategy work.

Meetings with Trondheim Kommune re: skolebruksplan - # of students / children in Trondheim going down.

THIS needs to work to maintain 230 students.

The state funding model will be fully phased in by 2028. The school must identify potential economic consequences over time.

**Decision:**

 The Board decided to establish a working group to contribute to strategy work (3 Board members and 2 admin staff).

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## Signatures

*Signed by Camilla Knudsen Tveiten  
3/31/25, 2:15 PM CEST with Norwegian BankID*

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**Camilla Knudsen Tveiten**  
Chair of the Board

*Signed by Anita Utseth  
4/2/25, 5:15 PM CEST with Norwegian BankID*

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**Anita Utseth**  
Vice Chair of the Board

*Signed by Erik Skjelstad  
4/2/25, 11:30 AM CEST with Norwegian BankID*

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**Erik Skjelstad**  
BoD Member

*Signed by Jochen Köhler  
4/3/25, 9:42 AM CEST with SMS one-time code*

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**Jochen Köhler**  
BoD Member

*Signed by Mette Winsnes Råberg  
4/2/25, 6:06 PM CEST with Norwegian BankID*

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**Mette Winsnes Råberg**  
BoD Member

*Signed by Therese Nøst  
3/31/25, 1:54 PM CEST with Norwegian BankID*

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**Therese Nøst**  
BoD Member

*Signed by Bjørn Ivar Midjo  
3/31/25, 2:05 PM CEST with Norwegian BankID*

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**Bjørn Ivar Midjo**  
Head of School