**MINUTES FROM KOCHS SCHOOL ANNUAL MEETING**

**TUESDAY 16th MAY 2023 KL. 19.00**

Kate opens the annual meeting and hopes for a good evening together 😊

She is happy to see those who have chosen to come to this annual meeting and pleased to see that there are participants from both the Danish and International parts of the school present.

**1. Election of rapporteur**

The School recommends the School's office manager, Tonja Althaus, as a rapporteur. Tonja was chosen.

**2. Election of Chairperson**

Johanne Sønderlund Birn (former parent) was elected. Johanne ascertained that the annual meeting had been legally announced and was competent in accordance with the articles of association.

**3. Report from the School’s board**

* The report from the Chairman of the School’s Board, Martin Kærup - see attached.

**4. Report from Head of School**

* The Head of School report by Käte Dybdahl - see attached.

Both reports have been translated into English so that the international parents can read them here at the meeting. The minutes will also be translated.

There were no questions or comments to either report:

Both reports were then approved.

**5. Presentation of audited accounts**

* Presented by auditor, Morten Gade Steinmetz, Deloitte

The Parent’s Board and the School's Management are responsible for the accounts. The auditor has a duty to review the entire school's finances, take sampling and subsequently prepare an audit report as well as an audit report for the accounts - and these endorsements are blank and without remarks.

Morten subsequently reviewed the income statement for the 2022 annual accounts and the year result, which is DKK 208,974 - corresponding to 0.4 percent of turnover. Morten reviewed the various reasons for this smaller result compared to last year's result of approx. DKK 3.0 million.

The main key figures were reviewed. The number of students has increased from 2018 until 2022, which indicates a good interest in the school. The balance – the school's worth ​​– has increased from DKK 32.0 million. to 34.0 million which is due to the rebuilding of the school's premises - and where the school itself has been able to finance the rebuilding out of the school's liquid assets.

Questions/comments to the presentation:

Since the profit is less than in previous years, and on the other hand, the employment capacity has only increased by 1 teacher - what is the reason for this? This is due to various reasons. There have been resignation schemes that had to be financed, larger temporary expenses, general salary increases, the creation of an extra international class in the summer of 2022 as well as increasing seniority and thus salary expenses amongst the school's employees.

How do we ensure that we reach the desired 2 percent as a result in the future? The plan is for our economy to balance - with an average of 1 percent in profit - we do not wish to generate large profits, as our financial resources must primarily be spent on the children.

What if we are hit by a lightning strike or something? Our solvency ratio (the school's equity in relation to the school's capital) is increasing and this means a good, strong economy. We have plans for new construction in the coming future and that means we have to take out a loan of DKK 22.0 million. - two independent credit unions that we have been in dialogue with are happy with that, so we do not expect any problems with financing the construction.

Is it possible to work with private donations from the parent group for the upcoming construction? This might be a consideration……..…

Palle thanked Morten for presenting the school's financial figures - and thanked him for always being ready to help us. Morten is ready to come again next year for the next annual meeting.

**6. Election of parent representatives to the board**

* Henriette B Andreasen – parent of 3.b – member of the board since 2020 does not wish re-election.
* Lotte Kåe Skovdal – parent in grades 0, 3, 5 and 7 – member of the board since 2020 wishes re-election.
* Thor Clasen Jonasen – parent of 2.a – member of the board since 2020 wishes re-election.
* Birgitte Carla Nielsen - parent in 2.a - active deputy since March 2023 wishes to stand for election.

The above members of the Parent’s Board present introduced themselves under this point.

There were no further candidates to the Board and thus all 3 were subsequently elected unanimously.

The other members of the board are:

Ida Kirchner parent in the 7th grade

Johanne Munch Nielsen parent in 0.a and 5.a

Martin Kærup parent in 3.b and 5.b

Sanne S Haase parent in 6y

**7. Election of 2 deputies (1st year)**

The one former deputy indicated before the annual meeting that she wishes to continue as deputy. This is Louise Lottrup – parent in 3rd and 5th grade.

Then we need one more candidate and this candidate signed up for the meeting.

Outcome of election:

* Louise Lottrup as 1st deputy

- Kirsten Elkjær J. Ebbesen as 2nd deputy. Kirsten is a parent in 2nd grade, 5th

grade and coming 0.class.

Both candidates were unanimously elected.

Starting as a deputy to a member of the Board is a really good way to get to know the procedures of the work of the Joint Board - in fact, board Chairman Martin himself started as a deputy back in the day.

How much work is there involved? As a deputy, there is no work involved in this function. You will be sent all agendas and minutes, so you can follow the proceedings. In addition, you get an invitation to participate in the Board’s work day, where you work in depth with some major points.

**8. Proposals received**

No proposals received.

**9. Election of Inspection**

As a private school, the State is obliged to keep an eye on our way of running a school. This is done by choosing a certified inspector for this supervision. An inspector then makes observations in the classrooms and attends various meetings and will subsequently be able to give you, the parents, reassurance concerning our running of the school.  
Steen Verner Thomsen is inspector at our school until 1st August, but can no longer perform this function as he has now been inspector at the school for 5 years.

So we must have a new inspector from 1st August and the Board now nominates Jens Mose to be the future inspector. Jens is certified to inspect both the Danish department and the international department. The inspector must be elected at the annual meeting and thus this inspector is determined and selected by you parents.

The inspector prepares a very detailed inspection report and this must be visible on the school's website - and that it is.

Jens is now unanimously elected.

**10. Any other business**

How about renovating the small school yard? This will be part of the upcoming construction project that was mentioned earlier in the report. Right now, the board needs to finally approve the plan and the school yard will be part of the package that we will put into motion.

What kind of construction project is it for DKK 22.0 million? Martin briefly reviewed the upcoming construction project; New building in extension of the international department, conversion of the GREEN floor into a common teacher's room and administration, as well as an elevator.

Many thanks to Kate for sending out newsletters to the parents - that is great 😊

When will the water dispenser work again? The Student Council has also pushed for this and they wish to hold a meeting with Kate so that the process can get started.

A few years ago we focused on how the school profiled itself academically - do we still focus on this? In relation to the most recent figures that have been carried out, we have never done better - but this has also been seen in relation to the shutdown due to Corona and thus also canceled exams.   
So this year will be the first time in 4 years that we will see our actual current level. In relation to the completion of the students' higher secondary education after Koch’s Skole, we have a very high completion rate and that is indeed a good success parameter.

So now after Corona, construction projects, new management etc. we continue to have focus on professionalism and also the understanding of professionalism at the school. We have some constructive debates about this in our Pedagogical Committee, and we also make use of these methods in our class conferences.

The children should have successful experiences so that they develop both professionally and personally 😊

And before the annual meeting ended, the 3 teacher representatives, who are also from the Exceutive board and Joint Board (FU/FB), were presented at the meeting.

After that, the Chairman, Martin, thanked for good order.

Kate thanked for a good meeting and thanked Johanne for chairing the meeting and taking the minutes.

The meeting adjourned at 20.34!

**Approved by the Parent Board:**

Birgitte Carla Nielsen

Ida Kirchner

Johanne Munch Nielsen

Lotte Kåe Skovdal

Martin Kærup

Sanne S. Haase

Thor Clasen Jonasen

**Approved by the meeting’s Chairperson:**

Johanne Sønderlund Birn