

Board meeting

Tuesday, May 7, 2024 at 09-11.00,

Location; Swedish School, Carcavelos

1. **Open meeting.** Meeting nr 13 for the board.
Opened. Present; Fredrik Hägglund, Henrik Gustafsson, Emelie Tillgren, Linda Petersen, Ana Matos, Mikael Cwyl, Peter Wallquist and Kristin Arnberg.
2. **Approval of Agenda.**
Approved.
3. **Election of secretary** Fredrik Hägglund
4. **Election of adjusters**
Mikael Cwyl and Emelie Tillgren
5. **Reports;**

-Headmaster Regarding the national tests, the students feel well prepared and everyone are doing well.

For the autumn Kristin have planned for 97 students, with the experience that some students will not show up.

Kristin has some questions, addressed to the board that will start their work after the general assembly in May;

1. Traditionally a teacher that work full time do not pay tuition fees. Skolverket then give grants for those students that are in the school but not for those that are in pre-school. Should there be any changes for pre-school as we now have a queue of paying students?
2. There is a reservation fee of 200 € and an acceptance fee of 300 € for new students. Should the reservation fee be higher?
3. The salaries for staff have been raised with around 3%/year the last years. Should there also be a bonus system for teachers that stay longer, for example 5 years?
4. With the queue to the school, should students that most likely will be given grants from Skolverket be prioritized?

6. Items for discussion

-Headmaster. Henrik and Peter have asked Lena to become the new headmaster of the school and she has accepted. Our lawyer, George, will put a contract together, similar to the one Kristin received. The plan is that Lena starts her new role as headmaster after her holiday, 12/8. Kristin will end as headmaster then and stay for a transition period, until 31/8.

-Statutes. We are planning for the General assembly 23/5. 15 days before, that is tomorrow, an invitation with agenda of the meeting is planned to be sent to the members as we will change our statutes. The statutes are checked in advance by an authorized Notario but this should also be done after statutes have been official, after the General Assembly.

Ana will see if it is possible to have a public Notario with us on the meeting. We can then vote about the new board, directly after the statutes have been voted for the 23/5. Otherwise a second meeting is needed for this. Henrik will sent out a mail regarding the statutes and also to highlight the differences from the current. We need $\frac{3}{4}$ of members to vote. A power of attorney can be used but max 2 can be given to one person. Preferable the power of attorney's are given to the board before the meeting to make it easier to count votes.

General assembly. Susanne Hägglund have accepted to be head of the meeting. Fredrik will be secretary. Our audit, Kalle, have looked into our economy and have given a thumbs up. He will also join the GA. Kristin will give an operational report. We plan for Lena to give a short presentation of herself as the coming headmaster. We will ask for volunteers to be in the election committee. We will vote for the new statutes. Fredrik will invite Louise Bergöö and Matilda Lindgren to join the meeting from the school as board members to be, together with Peter. We lack one person in the board as Fredrik are leaving Cascais late this summer, Carla in the election board is informed.

- 7. Adjournment.** The board meeting ended. The next meeting, the general assembly, is planned for 2024-05-23, the board will meet at the school then. To say goodbye to the ones that are leaving the board and welcome the new, a restaurant is booked in Cascais 4/6.

Adjusters;

Mikael Cwyf



Emelie Tillgren

