

Board meeting

Tuesday, August 29, 2023 at 1330-16.00

Location; Svenska Skolan, Carcavelos

1. Open meeting. Meeting nr 2 for the board.

Opened. Present; Miguel Engström, Emelie Tillgren, Fredrik Hägglund, Henrik Gustafsson, Mikael Cwyl, Linda Petersen, Kristin Arnberg

2. Approval of Agenda.

Approved.

3. Election of adjusters

Emelie Tillgren, Linda Petersen

4. Reports

-Headmaster Kristin Arnberg; There has been a kick-off for the schools personal with an evaluation of this year curriculum, organization, quality measurement and assessment measurement. The goals for this year have been set for the school, staff and students, for example 100% of the students should feel safe.

In a longer perspective, documentation must be digitized, a task that Kristin will look into.

Kristin is still looking for a 3rd Portuguese teacher.

The preschool may need to be strengthened if more children enters, it has now 2 full time teachers for 14 students.

The budget is planned for 85 students in a total. There are now 89 students at the school and 3 are waiting in line for preschool.

Eliza Axelsson, one of two in the school election committee, has decided to stay with the family in Sweden. Susanne Hägglund was voted unanimously to support and assist the election committee.

-Head of property maintenance, Miguel Engström;

Last summer's start of upgrading the school building and school yard has continued this summer, with good results. The preschool is painted and the climbing frame is repainted and reinforced. New chipping material is laid out. The fence around the school yard and the wall at the front has been fixed and reinforced. A pergola for light and rain protection has been built at the entrance. Gas lines have been rerouted. A drinking fountain has been placed at the school yard. The pavilion has been built and painted.

A person for continuous property management has been clarified, the painter and craftsman Antonio who usually has his wife as an assistant. He will end this summer projects during the coming weekends as an hourly employee and the board decides that he will then remain as property manager.

The pool cover is not used due to the time required. Because the water is too cold in the pool the board decides to purchase a heat pump, cost aprox. 4500€ incl. VAT.

A pool attendant comes once a week. Due to the number of children, a lot of chlorine is used. The board decides to buy and install an electrolysis machine instead that can convert salt into chlorine. It includes a lamp to be replaced every 4 years which the board deems acceptable.

The pavilion is finished and turned out so well that it will be used as a classroom. It will be supplemented with AC and dehumidifier as well as insulation in the ceiling and walls. The floor may be insulated during the Christmas holiday.

A visit was arranged during the summer for Pedro Café, who was responsible for the rubber mat at the back of the school which unfortunately cracked. As a free guarantee work, an epoxy layer will be put on the floor next summer.

During this coming autumn meeting for all the members we agree that we need to clarify that the school is parent-owned. Tasks can be done by the members to keep tuition fees low. The board must then be clear about what is expected.

For the next board meeting Miguel will have a walk around in the school with the board to point out projects for the coming years. A storage room for gym equipment is needed. During the Christmas holiday the cracking of the upper part of the house will be repaired and the gutter straightened.

The roof project needs to be well studied and support are given to Miguel in order to launch a proper tender competition.

5. Items for discussion; Safety

The discussion is brought up because of the Koran burnings in Sweden.

According to the Swedish embassy there is no heightened threat to Swedish institutions or Swedes in Portugal.

The school has a crisis plan for internal and external violence. The staff have good control over the entrance and there is a camera. Fire escape drill is tested every semester.

6. Adjournment.

The board meeting ended.

Adjusters

Emelie Tillgren;



Linda Petersen;

