

Board meeting

Monday, October 24, 2022 at 13.30

At Svenska Skolan I Lissabon

1. **Open meeting;** Opened. Present; Henrik Gustafsson, Miguel Engström, Sandra Hellsvik, Micael Lagergren, Emilie Tillgren, Fredrik Hägglund, Kristin Arnberg
2. **Approval of agenda;** Approved.
3. **Election of adjusters;** Sandra and Henrik

4. Reports

-Headmaster; There has been a follow up of classes and families that ended their time with the school this autumn; It shows generally a good rating for the school and a positive feedback. A new survey for the current parents at the school is planned later this autumn.

-Head of property maintenance; A list of important maintenance to do in a near future, including wishes from the staff, is presented from Miguel. We agree that they are needed to do and that the assessed price is reasonable. For the coming 3 summers there will be larger projects. A contribution is applied for to Skolverket, that could pay for up to 50% of the costs, if considered included in the criteria for contribution.

Miguel and Micael will contact an electrician to see if the connection to the solar panels on the roof are correct and to explore the possibility to use rechargeable batteries to optimize the use of the energy.

The tent on the backyard will be replaced due to wear and tear. Miguel have had a discussion with Pedro Café. There is a possibility that he will pay for a thin soft mat on the backside this coming summer, as a compensation for the malfunctioning floor that his company installed.

5. Items for discussion

-Budget 2023; Forecasted expenditures for 2021 was -668 387 €, with a result of + 37.077€. The proposed budget for 2023 gives a total cost of -754 451 € with a predicted result +19.644 €. Salaries are given a 3% revision. For food and beverages the budget is + 20%, mainly because of inflation but also with the purpose to raise the quality a step.

-Student fees; Kristin proposes an increase of the tuition fees with 5% for 2023.

-Invoices and payments; Two families have currently a payment plan, due to late payment of the tuition fees. To facilitate for the school to have time to send reminders before the term starts, the payment for autumn 2023 will have its last payment day set for 30/6 and for spring 2024 it will be 30/11. To avoid situations where the school needs to deal with payment plans in the future, we want to change the payment of the tuition fee for the spring of 2024 so it will be for the whole term, instead of a division of the payment in 2 parts as it is now. These changes will be presented at the general meeting in November.

-General meeting. The autumn meeting is planned for 221124.

6. Adjournment