



**INTERNATIONAL SCHOOL OF HELSINGBORG  
PARENTS AND TEACHERS ASSOCIATION  
Board Meeting**

**Date of meeting:** 25-08-2023  
**Commenced:** 08:00 am  
**Concluded:** 08:55 am  
**Venue:** ISH PYP Conferenceroom

Topic	Discussion/Decision	Responsible
Opening Remarks and Welcome	Welcome to everyone and wishes for the year to come. Meeting opened at 8:05	Kimberly
Attendees of the meeting	<ol style="list-style-type: none"> <li>1. Homeira Joshaghani</li> <li>2. Kristina Pettérsson</li> <li>3. Michael McAneney</li> <li>4. Sabil Sayin</li> <li>5. Kimberly Fischer</li> <li>6. Ryan Inkley</li> <li>7. Charlotte Bornebusch</li> <li>8. Tomo Morimoto</li> <li>9. Huong Ngujen</li> </ol>	
Determinant of a Quorum	Reviewed attendance list and constant requirements. The requisite Quorum as required by law was present or represented.	Confirmed by Michael and Kimberly
Treasurer	<p>Kapil is stepping down. Kapil was thanked for his service and wished all the best for the future.</p> <p>Outgoing: Kapil Agrawal</p> <p>Incoming to be voted in: Sabil was unanimously voted in by all present .</p> <p>Minutes to be signed and bank accounts to be transferred. (4 holders – Head of School, Chair, Secretary and treasurer)</p>	All present confirmed
Reaffirmation of the PTA Board	<p>A new Treasurer has been elected.</p> <p>The position of Chairperson as well as Secretary will remain.</p> <p>Treasurer Sibel was elected as Treasury.</p> <ol style="list-style-type: none"> <li>1. Kimberly Fischer as Chairperson</li> <li>2. Ryan Inkley as Secretary</li> <li>3. Sibel Sayin as Treasury</li> </ol>	

Events / Tasks	<p>Agenda:</p> <ul style="list-style-type: none"> <li>• Evaluate the events for the term <ul style="list-style-type: none"> <li>○ Parent event only – Bubbles &amp; Eats</li> <li>○ Michael suggested connect local days e.g St Patrick's day (Pub)</li> <li>○ Sports events for learners</li> </ul> </li> <li>• Coffee Mornings (Time feedback, Dates) <ul style="list-style-type: none"> <li>● Dates for term and morning -Friday 8:15am mornings and Tuesday 5pm.</li> <li>● Dates will be published</li> <li>● Virtual group</li> <li>● Friday 8<sup>th</sup> September</li> </ul> </li> <li>• Board meetings to be with the Coffee Morning (30Min Coffee and then board meeting)</li> <li>• SRC – decision to be made if DP students to join PTA and the board</li> <li>• Teacher volunteer representatives need to be included.</li> <li>• PTA would like to meet with Julie and Simon to discuss PTA information etc</li> <li>• Policies (Collecting funds, communication) <ul style="list-style-type: none"> <li>○ Alignment of funds into and out of the PTA account</li> <li>○ Policy to be drawn up for Fundraising and distribution of funds</li> <li>○ Communication Policy with parents (Draft on drive for comment)</li> </ul> </li> <li>• Agenda's to be placed on drive and then published on the PTA website</li> </ul>	<p>All to make suggestions</p> <p>Agreed by all</p> <p>Kimberly to publish dates</p> <p>All agreed</p> <p>Heads to discuss and feedback.</p> <p>Heads to assign.</p> <p>Michael Agreed</p> <p>Please read through the draft policy</p> <p>Ryan (Draft)</p> <p>Ryan</p>
Meeting Closure	The meeting was declared closed at 8:55	Kimberly

Helsingborg, 25th of August 2023



Kimberly Fischer (Chairperson PTA)



Ryan Inkley (Secretary PTA)