



EB-04-11-02

## **Minutes of the meeting of the Executive Board of ESHA Stavanger, 22 September 2004.**

Present: Antonino Petrolino (AP), Jorma Lempinen (JL), Alan Stockley (AS), Jan Gispen (JG), Kate Griffin (KG) and Kees den Ouden (KO).

### **1. Minutes of EB Brussels 10 July 2004**

The name of Jan Gispen (JG) will be added as having been present.  
The minutes are approved.

Remaining action points

- KO will send invoices to Hannu Salmi
- JL will make a list of GB-members-on-duty for the website.
- KO will contact Luce Pepin (European Commission)

Furthermore the planned date for the first EB-meeting in 2005 will be changed into 4 and 5 February.

### **2. Stavanger Conference**

Marit Midtskog informs EB about the latest details of the Conference. Everything seems under control; 410 participants, coming from 24 countries have registered themselves.

The Executive Board members express their trust and appreciation towards the Norwegian organisation. KO underlines the good cooperation that the ESHA-office could receive from the Norwegian colleagues.

### **3. Management Policy**

JL passes a hand out on ESHA's management policy.

The following changes are decided upon:

- "Manifesto" will be changed into "Declaration"
- The chief executive will have the title of Esha-director
- the term for circulating papers will be one month for GB, two weeks for EB.
- other specific points on each agenda will be
  - \* working plan, \* projects, \* communication/website
- The role of National Coordinators will not to be clarified. In stead we will deal with membership associations.
- The annual reports will be required by 1<sup>st</sup> March
- Financial issues are already in the document on financial policy.

KO will change this document and will combine it with the actual set of standard documents (financial policy, rule book, constitution, working plan, activity plan, Manifesto/Declaration) to be presented on the next meeting.

At a later stage a manual on How to start with projects should be added.

### **4. Financial Report**

The financial report by September 15<sup>th</sup> is handed out by KO. No further remarks.

On the member contributions it is decided that

- the contributions from Bulgaria, Roumania, Greece and FYROM will no longer be counted upon.

- EB-members will get in touch with the members present who have not been paying yet.

Because of a question that was raised, it is decided that ESHA can not give financial support to individual persons.

5. **Working Plan**

It has been decided earlier to present two Position Papers a year; therefore KO will add one position paper on Quality.

The working plan is approved by the EB and will be presented to the GB next day.

6. **Budget 2005**

The budget is approved by the EB and will be presented to the GB by the treasurer next day.

7. **Elections**

As there is only one candidate for each position, it can be expected that formal voting will not be necessary. Nevertheless, the members can indicate that they wish a vote by ballots (on which we are prepared).

8. **Miscellaneous**

- the annual reports of SHA and NAHT will be forwarded during this Conference.

- KG refers to actual events within ICP. AP will talk with the President of ICP, Nola Hambleton, during the conference, and will keep in touch with KG. ESHA is still convinced, that further cooperation is useful for both ICP and ESHA.

- The ESLN working plan will be on next EB-agenda (request of JG), but it will already be forwarded to European Schoolnet (in order to secure the funding).

- On behalf of ESHA KO will keep in touch with the former Dutch school leaders (BBS), who are conducting a research on European dimensions within the curriculum.