

MR Minutes of Meeting 28 June 2016

Name of Group	HSV MR + Management
Members Present	Present: Edwin Koopman (EK, chairman), Lorraine Dean (LD), Frans de Jong (FdJ), Katie Hargreaves (KH), Jon Moorhouse (JoM), Sarah Smit (SS), Christina Constable (CC), Anne Criado (AC), Andrea Bols-Viales (ABV), Jacqueline Meerding (JaM), Mark van Gasteren (MvG), Vera Schoof (VS), Alex Werre (AW)
Date and Time	28 June 2016, 18.30 – 20:30, held at NSL Location
Agenda	<ol style="list-style-type: none"> 1. Welcome new member: Vera Schoof 2. Minutes last meeting <p>Discussion Points:</p> <ol style="list-style-type: none"> 3. Formatieplan NA/ID 4. Traffic campaign 5. Safety plan (includes 'Stedin issue' at VNS) 6. Internal MR issues <ul style="list-style-type: none"> - meeting dates for next school year - need for new elections/MR members stepping down - Good bye & thank you JaM!
Discussion Points	<ol style="list-style-type: none"> 1. Opening/ Welcome new member Vera Schoof is welcomed as a new member of the MR, replacing JaM as teacher representative for the NSL location. 2. Minutes of last meeting 30 May 2016: <p>TPO evaluation</p> <ul style="list-style-type: none"> - '...external speaker Eowyn [Crisfield]' – added last name - '...there will be very [few] such pupile...' – added word - MR advice: 'MR approves TPO to progress for another year and welcomes all involved to keep up the good work!' – added sentence <p>Formatieplan NA</p> <ul style="list-style-type: none"> - '...to assist with maintaining spoken English skills' – rewritten sentence to add clarity - '...proposed 'invalkracht' (supplementary teacher)' – corrected typo - '...already changing (latest is 6 times in a longer...)' – added number <p>Action items:</p> <p>all done except for the following carried over:</p> <ul style="list-style-type: none"> - New GMR member (Birgit Le Haen) will be invited to MR meeting by EK after she has been able to attend her first GMR meeting. <p><u>MR approved</u> previous meeting minutes</p> 3. Formatieplan NA/ID 2016/17: <p>Key differences compared to previous year:</p> <ul style="list-style-type: none"> - 28th class in ID to open in 2016/17 school year (@VNS) - Since the start of ID one more class has been added each year - Adding additional specialist lessons (gym, handicraft, etc.)

- Formatieplan shows a new line for 'curriculum development' (Leader for Learning), aimed at continuous professional development
- Finance overview:
FdJ explains that the SPPOH contribution goes towards RTY & IB support and has proven to be adequate because of the relatively small amount of special needs pupils

MR agrees to the 2016/17 Formatieplan

4. Traffic campaign:

- Various ideas to improve the traffic/safety situation around the school locations are discussed:
 - 'School has started again' banners will be put up close to the various locations, sandwich boards will be positioned at relevant street corners.
 - Flyers and posters will be handed out during the first week of school.
 - MR will involve both class parents and children in raising awareness of need for increased traffic safety; an item will be listed in the next Newsletter addressing the parking issues at VNS and KSS and the overall traffic situation at NSL.
 - NSL management will be patrolling the street in front of NSL during the first week of school to address parents who continue to drive/park in the street close to the school.
 - FdJ explains that the municipal traffic coordinator is still working on a proposal of changes that could be implemented, which will improve the overall traffic situation around NSL.

MR advice: supports all of the above initiatives

5. Safety plan update

- FdJ and LD describe the contents of the school Safety Plan, which covers areas such as building evacuation, crisis management, emergency plan, response in case of acts of terrorism, etc.
- All members of staff/all locations practice once a year (fire and evacuation drills, first aid training and BHV)
- A group of VNS parents have addressed the MR to express their concern with the fact that there is a Stedin high-voltage power substation located next to the VNS school location.
- While Stedin has organized a visit to the substation for concerned parents, no further follow-up has been done.
- Based on the available facts, the MR has no reason to believe that Stedin is not working according to the existing legal safety rules, and therefore it does not see an immediate risk for the pupils at school.
- School management expects Stedin will respond very soon with answers to the questions that have been raised by the various parents.
- MR will communicate these findings to the concerned parents.
- School management will address all VNS parents in the next Newsletter to acknowledge the need for further follow-up.

	<p>6. Internal MR issues: Next meeting dates: 3rd of Oct - NSL 14th of Nov - NSL 30th of Jan - VNS 20th of March incl. dinner - NSL 29th of May - KSS 26th of June – NSL</p> <p>Thank you Jacqueline!! All MR members and School management express heartfelt thanks to JaM for her 4 years of dedicated service to the MR!</p>
Action Items	<ul style="list-style-type: none"> • Next meeting: <ul style="list-style-type: none"> • schedule elections for new MR members to replace EK and AW • schedule new round of MR training for early 2017 after elections • ABV to maintain MR website sending information to Davina • AW to post MR meeting minutes on website: <ul style="list-style-type: none"> - Get previous copies from Anne Criado - Davina de Wit to post these on the site (ddewit@hsvdenhaag.nl) • EK to invite new GMR member (Birgit Le Haen) to the first MR meeting, after the upcoming GMR meeting
	Minutes taken by Alexander Werre