

MR Minutes of Meeting 14th November 2016

Name of Group	HSV MR + Management
Members Present	Present: Edwin Koopman (EK, chairman), Lorraine Dean (LD), Frans de Jong (FdJ), Katie Hargreaves (KH), Sarah Smit (SS), Anne Criado (AC), Andrea Bols-Viales (ABV), Vera Schoof (VS), Mark van Gasteren (MvG), Marc Swaab (MS), Birgit Le Haen (BLH) [GMR lid] Absent: Christina Constable, Jon Moorhouse, Alex Werre .
Date and Time	14th November 2016, 18.30 – 20:30, held at NSL Location
Agenda	<ol style="list-style-type: none"> 1. Welcome to new NSL-NA MR representative, Marc Swaab. 2. Minutes last meeting (to be sent out by Katie). Check action points. 3. Overleg GMR with Birgit Le Haen 4. Steden VNS 5. Traffic update 6. OPR informatie m.b.t. de Basisvergoeding en lichte interventies 2016 / 2017. 7. Internal MR issues <ul style="list-style-type: none"> - New MR parent member elections VNS (replacement Jon) - New MR staff member VNS (replacement Katie) - Replacement for MR chair - If no candidates, kind request to consider rotation. - MR training - Website pictures and minutes
Discussion Points	<ol style="list-style-type: none"> 1. Welcome to new NSL-NA MR representative, Marc Swaab Marc introduced himself and was welcomed to the MR. 2. Minutes last meeting (to be sent out by Katie). Check action points. In the list for taking the minutes Marc should be Mark. Action points: Edwin has not seen the minutes on the website. Davina has not put the minutes on the NA website yet. Anne to e-mail Andrew and Davina and ask for the website of the NA to be sorted out. The minutes are on the ID website but not on the NA website. Old minutes have been removed. Vera gave comments on the school guide to Frans. No-milk school is not something which can be implemented. The minutes were approved. 3. Overleg GMR with Birgit Le Haen Birgit was welcomed and asked to explain what the GMR does. Birgit explained how important it is to keep up good and regular communication between the GMR and the MR. She can feed back. The

minutes of the GMR are also public and on the website. Birgit suggested we contact her if there is anything we want her to bring up at the GMR. The role of the GMR in the selection procedure for the new NA director was discussed.

4. Steden VNS

The letter makes clear that there is no safety issue at all with the transformer next to VNS. Everyone has now been reassured. Parents have been informed. This issue is now closed.

5. Traffic update

Katie: It has got much better at VNS and teachers are still going out every day.

Andrea: It is also better at NSL. It has been successful. Frans explained the situation so far to Marc who is happy to help with improving traffic safety and share Frans' portfolio.

Air quality research round HSV NSL showed bad air pollution. Frans explained that city hall has been approached to take action to improve air quality.

6. OPR informatie m.b.t. de Basisvergoeding en lichte interventies 2016 / 2017.

The MR wants to know if this money has been received and whether it is labelled. How is it spent? Birgit will take this issue to the GMR. Where is it in the budget? If there is a short fall the MR wants to see how this will be addressed.

7. Internal MR issues

- New MR parent member elections VNS (replacement Jon)

There should at least be an announcement that there is a vacancy and elections may be held. This should happen as quickly as possible so the person chosen can do the training in the New Year. Jon **MUST** organize these elections at VNS and this should also go through Kay because she has all the e-mail addresses.

Action point: Edwin to contact Jon directly and inform him.

- New MR staff member VNS (replacement Katie)

Katie is leaving the MR because she is no longer location based. Cyrille Vermaat is the new candidate for VNS and, if no other people step up, she will be elected. The MR wished Katie good luck and invited her to the MR dinner in March.

- Replacement for MR chair - If no candidates, kind request to consider rotation.

Agreed that everyone would take on the role of the Chair in rotation. Marc would like to be the chair after building up some experience in the MR. Jon will be the chair at the January MR meeting at VNS. The person taking on the role of the Chair has to have a pre-meeting with Frans and Lorraine about a week in advance of the MR meeting in order to prepare the agenda.

- MR training

	<p>Training will be in the new year and will be 2 ½ hours on a Monday evening at school. Same training as last time and repeating it will be useful to everyone although most MR members in the new year will not have followed the training previously.</p> <p>Edwin will send the regulation and statutes to Marc.</p> <p>Action items: Edwin needs photos of the new MR members (Vera and Marc) for the website. The photo of Jacqueline needs to be removed. The MR needs to make parents more aware of the fact that they can contact the MR by e-mail and approach us with issues of concern. Publish the agenda on the MR website as well as the minutes so parents have a chance to voice views on issues before the meeting takes place.</p>
Action Items	<ul style="list-style-type: none"> • Anne to e-mail Andrew and Davina and ask for the website of the NA to be sorted out. • Anne to send approved minutes of the last MR meeting to Davina for the website (altering Marc to Mark). • Frans to look through Vera's comments on the school guide and adapt this as necessary. • Edwin to send the MR agenda to Birgit as soon as possible before every meeting. • Another NSL traffic control to be organized for a week during the dark, wet days before Christmas. Who? • Frans to involve Marc in any further traffic safety discussions with the local council and arrangements for actions at school. • Birgit to take the issue of the <i>Basisvergoeding en lichte interventies</i> funding to the GMR. • Edwin to speak to Jon directly as soon as possible and inform him on how to notify parents of the vacancy and organize elections. • Jon to arrange a pre-meeting with Lorraine and Frans before the next MR meeting and send out the agenda. • Jon to include Cyrille Vermaat in MR e-mails and invite her to the next meeting. • Edwin to send the regulation and statute over the MR to Marc. • Vera and Marc to send photos to Edwin for the website. • ICT to be requested to remove the photo of Jacqueline from the website. • The Chair to send the agenda to Andrew/Davina for publication on the website before the meeting. • Action to be taken (??) to make parents more aware that they may approach the MR members with their questions and concerns.
	Minutes taken by Anne Criado