

AGM MINUTES 24 JUNE 2020

Minutes of the Annual General Meeting of the Deutsche Internationale Schule Johannesburg Board held on 24 June at 18h00 via Microsoft Teams.

Present Directors:

Ms Brugman S (Chair)
 Ms Bruns M (Deputy Chair)
 Ms Balliah D
 Dr Chasi S
 Prof Dankelmann P
 Prof Domingo W
 Dr Mthimunye Z
 Mr Pawlowski S
 Ms Ramplin M
 Mr Tabi Tabe Tabi
 Mr Von Allmen L

In attendance:

Mr Bachmeier T (Principal)
 Mr van Wyk J (Deputy Principal)
 Ms Fischer J (PRC Chair)
 Ms Niederheitmann H
 Mr Scholz C (SRC Representative)
 Ms Wiethe R (Pedagogical Director)

Mr. Behrendt (Representative German Embassy) joined 18h30

Secretariat:

Ms Viljoen J
 Ms van Biljon A

1 OPENING AND WELCOME

The Chair, Ms Brugman, opened the meeting at 18h00, thanked and welcomed all those present.

2 GOVERNANCE

The Chair established that a quorum of more than 5% of members (1411) a minimum of 71 members are required to be present. More than 100 members had an online presence including proxies and she declared the meeting duly constituted.

The Agenda is based on the requirements of the Memorandum of Incorporation (MOI):

- Note and accept the School Principal's Report (6.12.2)
- Note and accept the School Committee Reports (6.12.3)
- Acceptance of the Annual Financial Statements (AFS)
- The appointment of the auditors and the remuneration of the auditors
- Voting and acceptance of the updated Memorandum of Incorporation

The Chairman reported that the notices and above-mentioned reports were sent out via Engage to members and are available on the DSJ website (www.dsj.co.za).

2.1 THANK YOU

The Chair thanked all those involved in setting up and managing the online Annual General Meeting. She extended a special thank you to the AHK (Southern African-German Chamber of Commerce and Industry) for their technical assistance, School management, especially DSJ IT and fellow Board members. The Chair also provided feedback that a Board resolution was approved to extend the Headmaster's contract.

2.2 APOLOGIES

The Chair apologised for all the technical or administration issues experienced, as this was the first virtual AGM for the school. The Chair confirmed that the presentation would be available on the website. She also mentioned that due to technical issues, there would not be a live translation service and no live question and answer session would be available, but this option would be explored for the future.

The Chair thanked all the parents that sent questions and that the Board appreciates all feedback from the members. She encouraged feedback and questions from members and that it must be sent in writing to the School management and that they would be answered in writing by the school and that all questions and answers would be published on Engage.

2.3 APPROVAL REQUEST AND VOTING

Mr Tabi Tabi Tabi explained the voting procedure to all members. The Chair gave feedback that the voting results would not be available in real time and she emphasised that the voting would be verified by an Independent Company Secretarial party and that the results would be published in the next day or two.

The Chair highlighted the following topics that must be voted on:

2.4 RESOLUTION 1 MOI

Approval of the required changes to the Memorandum of Incorporation (MOI).

2.5 RESOLUTION 2 MINUTES, ANNUAL FINANCIAL STATEMENTS AND THE AUDITORS

1. Approval of the AGM minutes of 2019-06-12.
2. Approval of the 2019 AFS of the year ended 30 June 2019.
3. Approval of the Auditors' remuneration for the year ended 30 June 2019.
4. Approval of the Auditors for 30 June 2020 to 30 June 2021.

2.6 RESOLUTION 3 ELECTION AND RE-ELECTION OF THE BOARD

Approval of the re-election and election of the Board members for 30 June 2020 to June 2021.

2.7 QUESTIONS

The Chair advised that questions had been received from members and proceeded to read the questions and answers.

2.7.1. PROCEDURAL QUESTIONS

1. On the question as to whom the invites have been sent, the Chair reported that it was answered in the letter published in Engage.
2. On the question as to receiving 2 voting codes the Chair gave feedback that that was a mistake and only one vote is allowed and that the results would be validated by the Independent Company Secretary.
3. On the question that the English notice for the DSJ AGM had to be re-published – the Chair confirmed that it was published on the correct day but due to a template error, the English notice had to be republished, not withdrawn, and a corrected template version was uploaded to the DSJ website on the same day 1 June 2020. Due to a technical problem it was submitted via Engage on 2 July 2020 but substantive compliance with MOI was ensured.

2.7.2. GENERAL QUESTIONS

On the question regarding who is in the daily control of the DSJ and why have these persons not been listed as Prescribed Officers of the DSJ, as required by the Companies Act? The Chair commented that there are 3 reasons for the school not having a Prescribed Officer:

1. Taking into account the Protection of Personal Information Act, some of the requirements infringe on personal information.
2. There is extensive collaboration in assessing, reviewing and executing all projects (infrastructure) and matters such as Risk Ethics and Governance (REG) Development, Finance and Personnel, jointly between School management and the Board.
3. Nobody in the School is qualified as a Prescribed Officer.

On the question with regards to Company Secretarial Services, the Chair reported that the Board has decided to outsource the role of minute taking of Board meetings at a cost of approximately R50 000.00 per annum.

3 MAIN FOCUS AREAS FOR THE BOARD

The Chair highlighted the following main focus areas of the Board:

1. Strengthening of governance and processes within School Management
2. Stakeholder Engagement with German oversight bodies
3. Strengthening "German" as a pedagogical concept – Mr Bachmeier to report

3.1 STRENGTHENING AND GOVERNANCE OF THE SCHOOL

Financial management: Ms Ramplin will report on extensive forward-looking cost analysis of cost and income analysis.

Risk Management: refreshed delegation of authority has been implemented to distinguish between Board vs School.

MOI update: contract enquiry the chair to report.

Updated and new policies:

Infrastructure: many projects were reviewed, assessed, and executed jointly between School Management and finance and infrastructure committees. Quotes have been requested to update the security at the school and would then be submitted to Germany for subsidy.

3.2 STAKEHOLDER ENGAGEMENT WITH GERMAN OVERSIGHT BODIES

1. The Board had pro-active engagement with German oversight bodies.
2. The Board has developed an understanding of additional available funds to support projects and school development strategies.
3. Pro-active involvement in approval of the MOI.
4. Attendance of the WDA conference and ZfA conference.

3.3 ENQUIRY TO THE HEADMASTER'S CONTRACT

The Chair reported that the intention of the Board was to obtain an independent third party to investigate the process that was followed as to the status of the Headmaster's contract and to recommend any updates required to clarify the changes that had to be made to the Mol.

A request for information and quotation was made by the REG committee and Bowman was the most favourable provider mainly because of cost efficacy and translation services. Bowmans was provided with Minutes and documents required to conduct the service with the permission of the Board. They did not deem it necessary to interview any of the school members as they had sufficient information to reach a conclusion. They identified that there were deficiencies in the process that was followed and recommended the following:

1. extension of the Headmaster's contract;
2. clarify the delegation of authority as articulated in the MOI;
3. the Board's Code of Conduct to be reworked;
4. a clear formulation of the process of the recruitment, appointment, and extension of a Headmaster's contract
5. an evaluation assessment be put in place for the Headmaster;
6. changes to the MOI to incorporate the recommendations.

She further reported that the above-mentioned actions have been put in place and a Board resolution was approved to confirm the extension of the Headmaster's contract.

The Chair explained that the continuation of the Headmaster's contract had been ratified by the Board.

4 UPDATE OF THE MOI

Prof Domingo reported that the initial focus was on the required amendments of the MOI in terms of:

SARS (in yellow), Companies Act, Bowmans (in green), ZfA and the German Embassy (in grey) and the editorial changes by the Board (in red).

She reported that no questions on the amendments proposed were received from members.

There were queries/ comments received on:

- Further clarification of sections within the MOI.
- Editing, typos, and additional changes which need to be addressed within the next update.
- The Board recommended to change the number of Board members to 11 to avoid a tied vote.
- The MOI will be updated during a workshop to be held in 2021 and parents/members could be part of the workshops if interested.

Voting must be done on every amendment for 2020 as per the highlighted sections in the MOI and a 75% vote must be received for the amendment to be approved.

Mr Tabé Tabé explained the voting process and posted the link to enable all members to execute the votes on the various topics.

The Chair confirmed that 104 votes were received. Because of a technical issue in the voting list, the ZfA changes could not be approved.

5 REPORT OF THE HEADMASTER

Mr Bachmeier welcomed parents and members. He highlighted the following:

1. outstanding academic achievements of 2019.
2. new Board.
3. the compiling of the school programme.

Academic achievements:

2019 was an excellent year for the IEB, the NSC and the Kombi Abitur streams. In the Kombi Abitur, the school achieved an average of 2.12 which is above the average in Germany and there were 28 candidates which were the most in the last 6 years. In the NSC stream there was an average of 68% and 172 distinctions were achieved and a pass rate of 100% as well as in the Abitur stream.

The bachelor's degree achieved 98.6% of the NSC graduates. He thanked and congratulated all the staff for the outstanding achievements. He further explained that the DSD I exam should be passed by the English medium high school learners who are joining from grade 8, then the DSD II learners start in the German Kombi Abitur which is mainly for the downstream. In all three certificates a learner can study in Germany. DSD I an additional bridging year must be done to learn German in Germany. The subsidy and the funding from Germany depends mainly on the number of learners for the Abitur Kombi stream. The DSD I pass rate has improved to 76% and the DSD II was 46% which required improvement as Germany recommends a pass rate of 60%.

Board in 2019

Mr Bachmeier reported that the corporation of the school Board was divided in 2019 and that the entire Board resigned, 12 new Board members were elected on 13 May 2019 and a significant number of new policies and procedures have been put in place by the Board since then.

Number of learners

The number of learners were very stable in the last few years and the average for 2019 was 1101.

Number of staff

The number of staff members of 162 remained constant, 12 are seconded from Germany, 43 are employed in the administration department and 119 are in the pedagogical area from Kindergarten to Grade 12. Both learners and teachers work in excellent conditions – for instance in the Kindergarten one teacher works on average with approximately 8.15 learners, in Primary school the ratio is 1 to 15 and in secondary school the average class is 18 learners.

Staff retention

9 staff members emigrated or relocated mainly to Germany, Switzerland, and Cape Town.

Pedagogical school development in 2019

A detailed analysis of strength and weaknesses of the school based on the target agreement of the funding contract with the German Government was done.

All stakeholders were involved: parents, learners, board members, staff, and teachers and two development priorities were investigated and approved by all the staff in October 2019.

Growing diversity in nationalities, culture, languages as well as social, physical, cognitive, and motivational conditions remain a big challenge.

If diversity increases at the current level and every learner is required to have the same level of certification, it remains a substantial challenge for the school. In 2010 the school decided to admit learners without any German background in the Kindergarten.

Looking back after 10 years the school has to admit that it was not a good idea as the majority would not do the Abitur.

The learners in the integrated Secondary stream in the ISEC who are joining from grade 5 should achieve the DSD II.

3 Targets in the subsidy contract with the German Government

Mr Bachmeier advised that the contract ends in December 2020 and a new contract must be prepared for the next 3 years and the following targets must be met:

1. Achievement in the three main areas have been confirmed by Bundes – Laender – Inspektion (BLI)
2. Professionalisation of organisational and communication processes through implementation of a school management system
3. Systematic improvement of the pedagogical and organisational transition between pre-school primary, primary-secondary and

intermediate/secondary level.

Mr Bachmeier reported that he had received questions from members and proceeded to read the following questions and answers:

1. On the question if the continued use of the e-Teams platform (or similar) offers a potential solution to the staffing crisis at DSJ especially in the Sekundarstufe, the Headmaster answered he is not aware that the school has a staffing crisis. He mentioned that there is a huge discussion worldwide about e-learning experiences and how schools and authorities will be using e-learning in the long-term.
2. Mr Bachmeier confirmed that the request to publish SOP on the DSJ website has been done. The DSJ will contact the Health Department for further instructions and the DSJ Management Team will consult with its Covid-19 Council made up of qualified medical practitioners. He reiterated that it is a living document and it will be updated from time to time.
3. On the question regarding the DAM students' pass rate he answered that the DAM students had a pass rate of 83% and NSek had a pass rate of 42% in 2019.
4. He answered that the school does not have any results from other German and SA schools. Even German authorities do not compare schools because the external factors and circumstances are totally different on the question of how much better or worse the DSJ's 2019 pass rates for the DSD I (76% pass rate) and for the DSD II (46% pass rate), when compared to DSD I and DSD II pass rates at other South African schools which offer either or both diplomas.
5. On the question: During April / May 2020, the German Foreign Office ("Auswaertiges Amt") announced that an emergency assistance budget of EUR70 million had been set aside for the German Schools Abroad ("Auslandsschulen") and Goethe Institutes outside of Germany. Has the DSJ applied for or will it be getting any of these funds? He replied that the DSJ has not applied because it does not fulfil the criteria and it is not in an existential distress and that many schools in the Southern hemisphere has not applied yet.

6 COVID-19

Mr Bachmeier thanked the staff, the employees, and the parents for assisting in managing the Covid-19 crisis very well and handed the subject over to Mr van Wyk who reported that there is a the big debate around Covid-19 especially around the safety of the learners. The DSJ was very diligent in following all the prescribed guidelines by the government and the department for basic education, specifically for schools while finding new ways for teaching and learning. He highlighted the following:

1. Deep cleaning of the school premises started on 11 May 2020 and it is ongoing;
2. The entire building is cleaned once a day and bathrooms are cleaned up to 3 times per day;
3. Special attention is paid to cleaning objects such as door handles and taps;
4. To date R110 000 was spent on chemicals, sanitisers and surface cleaners excluding materials used by the cleaning company;
5. He extended his gratitude to parents who donated 108 bottles of sanitiser which are being used in every classroom and office;
6. He thanked Soul Technologies for donating 10 000 masks and 240 shields (to the value of R63 000);
7. The DSJ has already submitted the application documentation regarding the processes and procedures regarding the re-opening of the school;
8. Although the official approval of the department was received on 8 June 2020 by which time DSJ had already re-opened;
9. The Standard Operation Procedure (SOP) contains the guidelines to follow when there is an outbreak in the school community, and it is already published on the DSJ website;
10. Before and after submitting the different documentations the DSJ received 3 visits: The South African Police, the City Health Department, and the Provincial Health Department and in all 3 cases they were satisfied with the measures in place;
11. The first information regarding positive cases reached DSJ on 11 June 2020 and by that same afternoon all close contacts have been identified and the parents of the individuals and the class had been informed;
12. Parents who are experts in the medical field proved to be a great asset to the school and based on their expert advice, this matter could be handled swiftly, and the school could continue with operations as planned;
13. Covid-19 had a considerable impact on the school's finances;
14. Apart from the R600 000 upgrade on IT and hygiene materials, the proceedings of the annual Schule Basar were used by the DSJ to aid those families that have been the hardest hit by the lock down;
15. The delivery of the curricular was also hugely affected. From one week to the next, the classroom had to be exchanged to weekly plans with YouTube videos with arts and crafts lessons, experiments, poems and songs to one on one reading lessons, WhatsApp calls and weekly videos accompanied by work plans;
16. School management extend a huge thank you to DSJ's IT team who performed miracles overnight and the IT help desk created a huge service to the teachers and learners;

17. School management also thanked the PRC who put up a big plan of logistics by providing data and devices to many of the learners who were cut off from their online learning programme;
18. A teacher volunteer group called 'Super Users' produced manuals for staff and learners and provided ongoing support;
19. Teachers were trained on the MS Teams, they had 2 virtual sessions with experts from Microsoft (MS) education;
20. Other training was provided to virtually handling DFU which is using German as a language of instruction and co-operative learning using Teams;
21. Training was also offered from a learner perspective;
22. The Phoenix information providing coping skills through the weekly podcasts and continued psychological support as well as training for learners with reading and writing difficulties
23. The Aftercare team offered support to especially non-German speaking families – learners from Grade 1 to 7 by providing individual reading and conversation lessons

After re-opening, the delivery of lessons had to be altered again:

1. Some teachers attempted live lessons while providing distance learning at the same time, others provided alternating weekly work plans to cater for the group that stayed at home and live lessons for those attending school;
2. Lessons learnt from survey conducted by heads of departments;
3. 80% of the Syllabi was covered during the online phase;
4. During this online learning phase, it proved true that the DSJ can pride itself in teaching learners to become independent learners;
5. Disparities in the school have become more visible – technology not being available in the home and the absence of social interaction of the learning process;
6. Remote learning favours written work and the lack of oral work was experienced;
7. There was more opportunity for one on one feedback from teacher to learner;
8. The DSJ's corporate identity was kept alive via social media;
9. Two events took place namely the movement challenge and the virtual Basar – both events collecting for a worthy cause;
10. The phased in approach allowed learners to be at school for a few days prior to the holidays;
11. The joy to be back with their classmates, made social distancing a real challenge;
12. MS Teams provides more opportunities for more self-organized cooperative learning and should be explored for future online learning.

Conclusion

Covid-19 and the school closure had a silver lining, new opportunities arose to catapult the school into the digital age such as:

1. more online activities combined with traditional teaching (flipped classroom);
2. more cross-curricular teaching, breaking down subject barriers;
3. more "future skills" (e.g. self-organised, independent online learning and higher cognitive skills);

He thanked all the parents for equipping the learners with the courage and the structure that are required for the new normal.

7 FOCUS AREAS

7.1 PERSONNEL COMMITTEE

Dr Chasi introduced and thanked the members and past members of the Personnel Committee. She highlighted that the Personnel Committee had the following duties and responsibilities:

1. Co-signing of all employment contracts for staff at the school;
2. Participation in job interviews and disciplinary hearings;
3. Regular engagements with the Principal of the school;
4. Regular meetings with the Staff Representative Council;
5. Key posts created and/or filled in the past year were noted as follows:
 - Head of Finance;
 - A new post to strengthen the IT capacity;
 - Head of Administration;
 - A proposal for a new post to raise funds was put on hold due to Covid-19;
6. The aim and goal of the Personnel Committee is to build trusting relationships with all staff at the school, for example, through participation in staff functions and events (e.g. school development day to review diversity)

Major activities since the last AGM were noted:

- Salary increase of 6% for 2019
- Development and adoption of HR policies and procedures (effective 15 June 2020):
 - Leave Policy,
 - Grievance Procedure,
 - Disciplinary Policy and
 - Sexual Harassment Policy.

Going forward, work will focus on the following priorities:

- New Constitution of the Staff Representative Council (SRC);
- Salary increase for 2020

8 FINANCE REPORT AND APPROVALS

Ms Ramplin reported that the Finance Report would be conducted by Ms Strydom and explained that the committee is made up of

Ms Suné Brugman – (Chair of the Board)

Mr Tabi Tabe Tabe

Ms Hanette Strydom the Head of Finance (newly appointed)

Ms Heike Niederheitmann and

Mr Thomas Bachmeier

Ms Ramplin extended thanks to her fellow Board members in acting in the best interest of the school.

She highlighted the following matters attended to by the committee:

1. Ensured that the MOI was SARS compliant as an NPC.
2. A full review of the school's cost structure was completed.
3. A 3-year review of the cost review reflected that as the cost growth continued as currently, it could predict a cash flow issue for the school.
4. She gave assurance that every expense by the school is carefully considered.
5. Any discretionary spend is evaluated to ensure the school's interest is taken to heart.
6. With regards to the question in the DSJ Board Newsletter dated 20 November 2019, on page 2 of 7 that, "the most significant factor [for the school fee increase] were the below inflationary increases over the last years." Please explain how this can be, given that at 31 December 2019, the DSJ had cash in hand of ZAR30.6 million (2018: ZAR30.4 million) and retained income of ZAR55.5 million (2018: ZAR51.1 million), she answered that as a school it is prudent to have cash reserves of equivalent to 2 – 3 months operating expenses. The German government also has a requirement of a 30% buffer for the DSJ as a school. Covid-19 has proven the importance of such a buffer and the school will remain prudent in this specific regard. Any available cash is diligently managed and has oversight from the committee and there is diversification of the counterparties that we expose the school's cash to. As a school DSJ is very sensitive to raise school fees but if DSJ increases school fees below the level of our expenses, it runs the risk of increasing a cash shortfall and hence the understanding of the cost structure of the school and all of this in an environment where a large part of the DSJ's funding derives from Germany either as a direct contribution in cash or the payment for the salaries of the teachers. Ms Strydom will elaborate in more detail in her report.
7. All members are experiencing the impact of Covid-19 and a lot of credit must go to Mr Bachmeier and the school for its proactive response and Ms Strydom will cover this in her report. Ms Ramplin gave the assurance that if the school had made any savings or any gains whatsoever during the year, such savings would be passed onto the parents. A key financial driver of the school are the number of learners at the school and our awareness of the financial impact of learners leaving the school. One of the school's biggest expenses are the staff, but it is important for the school to maintain a high standard as it is a key differentiator for the school and not negotiable.
8. The other key focus areas are the funding opportunities and there is a close collaboration with other committees e.g. Infrastructure committee for our security project and in the light of losing the Schule Basar funds, the school is investigating any socio- economic or skills development funding that are available at big corporates as part of their annual spend.
9. Ms Ramplin advised that the following approvals are required:
 1. 2019 Annual Financial Statements- there were no audit findings.
 2. 2019 Auditor's remuneration which was R197 000.00 compared to R210 000 .00 for 2018.

3. The re-appointment of Rödl and Partners as the auditors for 2020, with the budgeted amount of R210 000.00. The support and service were outstanding, especially closing out a VAT issue of about R 800 000 .00 with SARS which resulted in a nil obligation to SARS.

Mr Tabe Tabe confirmed that the parents can continue voting whilst Ms Strydom continues with the presentation.

8.1 ANALYSIS OF THE INCOME

Ms Strydom reported on the financials and highlighted the following: The analysis of the school is broken down as follows:

1. School fees;
2. German subsidy;
3. Other and Investment income.

The school fees increased by 9.5% in 2020 before reductions fees increased from R78.3m to approximately R81 million in 2020

The cash flow from Germany was as follows:

2018 R27.7m

2019 R2.8m and R28.3m was budgeted for 2020 at an exchange rate of R16.20 - € 1.00, currently the school is benefiting from Rand depreciation.

Other support from Germany was also received- German teachers supported by the German government which Mr Bachmeier confirmed is equal to R70 p.a.

Other income including the Schulbasarr, interest received, forex profits, enrolment, and admission fees, etc.

Interests on Stanlib money market investment - return on investment achieved a rate of 6 to 7% p.a.

School fee increases were as follows:

2015 - 6.5%

2016 - 4.6%

2017 - 4.0%

2018- 5.5%

2019 - 6.0%

2020 - 9.5%

Expenses of the school are as follows:

1. Salary costs (employee costs) which comprise 64% of total cost which forms the greatest expenditure. Included in these costs was an extra provision of R5m in the 2020 budget to seek and secure additional staff resources from Germany to enhance the level of experience in the German streams.
2. Total expenses exclusive of salary costs were based at an average increase of 6% which comprise:
 - Property and related costs;
 - Administrative costs; and
 - Teaching aid and general expenses.

8.2 APPROVAL OF THE FINANCIALS

Ms Strydom presented the AFS and highlighted the following salient points:

The Statement of comprehensive income for 2019 comprised:

1. Revenue of R69.4m (after various school fee reductions);
2. Other income R28.2;
3. Operating expenses – total (including employee cost) R94.1m;
4. Investment income R1.15m;
5. Total nett profit of R4.6;
6. Property plan and equipment totalled R24.9m which includes the upgrade of the Aula from the Schule Basar funds, (the Physics laboratory and the new IT equipment);
7. Total new asset purchases amounted to R4.1m;
8. There was a reduction in trade and receivables of R360 00.00;
9. Cash reserves totalled R30m;
10. It is a requirement of the German government that the school has 30% of the school's total budget in reserve to ensure self-sustainability and to operate as a going concern;
11. Trade and other payables include deposits received from payers, pre-payment of 2020 school fees and the normal year-end creditors.

She thanked her finance team: Tanya van Ginsberg and Mariska van Wyngaard for their excellent support.

8.3 QUESTION ON FINANCES

Clarity was requested on the doubtful debts of R1.8m on which Ms Strydom advised that it is the policy of the school to make a provision for doubtful debts equal to 75% of the outstanding debtor's book at the financial year-end. This policy assumes that payers should not have an outstanding balance for school fees at year-end. All outstanding balances at year-end is therefore long outstanding and high risk. The outstanding debtor's book on 31 December 2019 was R2.4m, hence the provision of R1.8m.

8.4 APPROVALS ON FINANCES

The following resolutions were put to the members for approval:

1. Approval of the AGM Minutes of 2019-06-12;
2. Approval of the 2019 AFS;
3. Approval of the 2019 auditor’s remuneration;
4. Approval of the re-appointment of the 2021 auditor’s (Rödl & Partner).

The Chair reported that sufficient votes were received for the above-mentioned approvals.

9 ELECTION OF MEMBERS OF THE BOARD OF DIRECTORS FOR 2021

1. The Chair briefed the members on the nomination of a new Board member, Mr John von Gottberg and voted 4 Board members Ms Bruns, Ms Ramplin, Mr von Altman, and Prof Dankelmann which in terms of the MOI had to retire by rotation.
2. Prof Peter Dankelmann did not offer himself for re-election, whilst the remaining 3 Board members offered themselves for re-election.
3. The 3 individuals were selected by lot to retire by rotation as the Board wanted to serve for another year.

The resolutions to vote on the re-election of Ms Bruns, Ms Ramplin and Mr von Altmann as well as the election of Mr von Gottberg were put to the members to vote on individually.

10 CLOSING

The Chair commented that over 130 votes were received. The Chair thanked everybody for their patience regarding the technical challenges. On behalf of the Board she thanked school management who is very much still engaged with the re-opening of the school with regards to the continued regulations. She thanked all those who are involved with Health and Safety, all members of the school, the administration, the staff, and teachers. She also expressed a heartfelt thank you to all the members for their bravery, their support and how they pulled together as a community. It was particularly heart-warming to see how quickly the school membership body raised nearly

R50 00.00 for some of the families in need. She said that the main aim of the Board, for the members and the school is to finish the academic year strongly, with confidence and ensuring that the learners have benefitted from the on-line learning and has grown as individuals.

There being no further business to be discussed the Chair closed the meeting.

Recommended as a true reflection of the meeting:

Suzie Brugman

Chair Ms S Brugman

Marion Bruns

Deputy Chair Ms M Bruns

30.07.2021

Date