

<b>MINUTES OF DEUTSCHE INTERNATIONALE SCHULE JOHANNESBURG ANNUAL GENERAL MEETING HELD VIA MS TEAMS ON 08 JUNE 2022 AT 18:00</b>	 <b>DEUTSCHE INTERNATIONALE SCHULE JOHANNESBURG</b>
<b>Present:</b>	Members, Board Members, Staff and Invitees – according to attendance list
<b>Chair:</b>	Ms S. Brugman – Chair of the Board Ms M. Bruns – Deputy Chair of the Board
<b>Minutes:</b>	Ms C. Baggott – Administration Co-ordinator

## 1. Agenda item | OPENING AND WELCOME | Ms Suné Brugman

The Chair, Ms Brugman, opened the meeting at 18h00, thanked and welcomed all those present, especially the German Embassy staff, Altschüler (former DSJ learners) as well as members from the “Stiftung Deutsche Bildung” (Foundation for German Education), previous DSJ Board chairs and members, and DSJ staff. The Chair was hopeful to reach a wider audience with the virtual format of this meeting in future.

## 2. Agenda item | GOVERNANCE & PROCEDURES | Ms Marion Bruns

The Deputy Chair stated that as per the MoI, a quorum of more than 5% of members (1246), a minimum of 63 members, had to be present. At commencement of the AGM, 80 members were present, hence the meeting was declared duly constituted. Ms Bruns explained the voting procedure to all members. Voting would be done via an online system called “Election Buddy” and entails the following points:

1. Approval of the AGM minutes from 02/06/2021
2. Approval of the 2021 Annual Financial Statements
3. Approval of the auditor’s remuneration for the financial year of 2021
4. Approval of the reappointment of Rödl & Partner for the 2022 financial year
5. Election of the new Board Members

The Chair reported that the recording and election results would be distributed via Engage before the 17<sup>th</sup> of June 2022. Questions during the AGM would be answered via the live chat after the introduction of the Board candidates.

## 3. Agenda item | REPORT BOARD CHAIR | Ms Suné Brugman

Detailed outline in the presentation of this AGM (see attached).

### 3.1. Financial sustainability

Ms Brugman highlighted that the subsidy received from the German government is equally applied across all streams, from Kindergarten right through to the Abiturienten and Matriculants. While some streams do not break even, even post application of the subsidy, the shortfalls as well as costs including school buses and school camps, are allocated across all streams equally. During the Covid19 pandemic, a reduction in normal and related school activity resulted in significant savings in the operational costs of the school. The school’s financial health was largely restored, and financially the school has a sustainable outlook, subject to a managed cost base, attributable returns on investments and stable learner numbers.

There are many financial demands on the funds generated, whether school savings and investments, school fees or German government subsidies. Any out of the ordinary controllable financial demand, e.g.



capital projects, non-inflationary staff cost increases, cannot be approved should it jeopardise financial sustainability. Such requests, therefore, have to be balanced with school fee affordability.

It is the role of the Board to ensure financial sustainability on a forward looking basis, and it would therefore continuously make the necessary trade offs as part of its mandate.

### **3.2. Infrastructure**

In the past year, Infrastructure funds were allocated to, *inter alia*, the refurbishment of the tennis courts, security upgrade, new jungle gym and purchasing a new generator.

3.2.1. **Traffic:** The Chair reported that the DSJ had approached a traffic engineer to assist with a solution regarding the current traffic situation. Finding a solution is more difficult than expected and school's management was continuously dealing with the matter. An option was reconsidering purchasing the vacant Loch Ave properties. However, other than the cost of such an option and the fact that the current owners could not give vacant transfer of the land, the traffic engineer indicated it was highly unlikely it will solve the traffic situation.

3.2.2. **Power:** School management is proactively dealing with the issue. An advisor had been appointed to assist with the scoping of the solar upgrade project and a request for proposal has been sent to all school members for consideration and response. A generator was purchased and will be installed during school holidays to ensure the sustainable supply of power during power outages. It is expected that by August it will be announced who won the tender for the installation of the solar system.

### **3.3. Outlook**

The Chair highlighted that the German language skills of staff and learners will continue to be the greatest area of focus, as the DSDI and DSDII exam results have to improve to secure continuous funding from Germany. The Chair asked all parents present to assist and motivate their children when writing the DSDI and DSDII exams and to treat the exams with the gravity they deserve. The subsidy from the German government is influenced by the number of exams successfully taken.

## **4. Agenda item | FINANCE REPORT | Mr John von Gottberg & Ms Hanette Strydom**

Mr von Gottberg highlighted the process and reasoning of the finance committee together with school management to invest R35 million of extra savings into a long-term high equity fund, which generates capital growth as well as investment income due to dividends. This could be applied to subsidise and / or fund future investments such as infrastructure, teaching aids and equipment, bursaries / scholarships, and assist in recruitment of German teachers who are not ADLKs. The fund manager appointed to advise and manage these funds after due process was Melville Douglas.

Ms Strydom presented the financial statements of 2021, which had been circulated prior to the meeting (see attached 2021 financial statements). Furthermore, Ms Strydom answered all written questions to the finance department, submitted in advance (see attached presentation).

## **5. Agenda item | COMMITTEE REPORTS | Ms Suné Brugman**

Ms Brugman highlighted the committee reports for 2021 (see attached presentation). She thanked her fellow Board members for their commitment and support for the school.

### **5.1. Resolution**

The following resolutions were put to the members for approval:



1. Approval of AGM minutes 02.06.2021
2. Approval of 2021 Annual Financial Statements
3. Approval of Auditor's remuneration for FY 2021 (R210 000 in FY2021, R200 000 in FY2020/ Rödl and Partner)
4. Approval of the reappointment of Rödl and Partner for the 2022 Financial Year (budgeted amount R240 000)

## **5.2. Principal Contract Extension & Update on Recruitment**

Dr Chasi explained the process regarding the principal's formal contract extension (until 31 July 2023), which was only possible due to a special COVID-19 dispensation. Responding to a question, Dr Chasi noted that, according to the ZfA (Zentralstelle für das Auslandsschulwesen), the contract cannot be extended any further. She noted further that a new candidate has been shortlisted for this position by the German authorities. The application documents are currently being reviewed and the candidate will fly out from Germany to meet with the Board and visit the school at a time to be determined.

## **6. Agenda item | PRINCIPAL REPORT | Mr Thomas Bachmeier**

Despite the increasing number of non-German parents over the last 10 years, the DSJ was able to keep the numbers of Abiturienten constant. Mr Bachmeier presented a few focal points of 2021:

- Increased focus on the German language
- 100% pass rate in the NSC stream in 2021
- DSD II 64% pass rate – great success in 2021
- Learner numbers are stable, but we are seeing less mother-tongue German speakers
- Long term, we have to replace the Abiturienten with German background with the Abiturienten without a German background to secure funding from Germany

One of three future goals set by the BLI (the Bundesländerinspektion – the inspection by the German federal government) is to strengthen the German language at the DSJ. This very complex matter will be completed in a 3-year programme (until end of 2023), covering topics like:

1. A German language concept – (details in the attached presentation)
2. Individualization of learning process
3. Recruitment of German speaking staff, which has proven to be a challenge in the past two years.

Mr Bachmeier thanked the Board and staff for a good end of year 2021.

## **7. Agenda item | ELECTION OF BOARD MEMBERS | Ms Marion Bruns**

The Chair explained that the Board had 4 vacancies to be filled, arising from:

- Ms Marion Bruns and Mr John von Gottberg having stepped down, and
- Prof. Wesahl Domingo and Ms Suné Brugman having stepped down as per MOI requirements, but who have made themselves available for re-election.

On behalf of the other members, Ms Brugman thanked Ms Marion Bruns and Mr John von Gottberg for their hard work and commitment in their respective roles as Deputy Chair and head of finance committee. Both will be sorely missed and it was a pleasure and privilege to work with them in the past 3 years.

The Board candidates were each given an opportunity to introduce themselves to all members. The resolutions to vote on the election of Ms Correia, Mr Endres, Ms Mpholo, Ms Sabania, Ms Schwaibold and Mr Sieren were put to the members to vote on individually. The virtual voting room stayed open until 10pm. The voting results would be published before the winter holidays and shared via "Engage".



## 8. Agenda item | Q&A | Ms Marion Bruns

The Deputy Chair opened the question and answer session to all participants. Members were asked to raise a virtual hand to be given permission to speak with camera access.

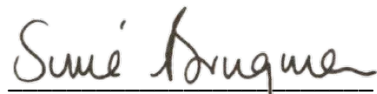
1. Dr Chasi read out the questions in the chat and gave answers to the re-appointment of Mr Bachmeier. She advised that the contract could not be extended again. In the event that there would be no suitable candidate to fill the position, the deputy principal would work as the acting principal while the principal's position will be readvertised again.
2. Another question raised concerned the number of parents and their German nationality. Mr Bachmeier replied that the DSJ does not have data available on the number of German nationals at the school as it does not automatically mean that those children or parents can speak German.
3. A further question arose from a member, asking why the funding by the German government was delayed by one month. Mr Bachmeier answered that the DSJ was not the only school with this problem and that the new German government was slow to implement the pay-outs.

The Q&A session was closed as there were no further questions.

## 9. Agenda item | CLOSING | Ms Suné Brugman

The Chair thanked the members for their attendance and time. She also expressed a heartfelt thank you to the IT department, especially Ms Oliver and Mr de Beer, without whom this event would not have been possible. She asked everyone to think of all the families that had lost friends or family members this past year, and was grateful for the warmth, resilience and courage from everyone involved at this school. The Chair closed the meeting at 20:15pm.

*Recommended as a true reflection of the meeting:*



Ms S Brugman (Chair)



Ms M Bruns (Deputy Chair)

Date: 08.08.22