

Ally
13/2/2024

Dunedin Rudolf Steiner School Board Meeting

Tuesday 12 December 2023 from 5.30pm

The Board is legally responsible for the school. Our role is to watch the far horizon, to support its direction as a Steiner school, and to ensure it arrives safely within the law. The Board provides guidelines within which the staff manage the school.

Present : Clare Ridout (Board Secretary), Natalie Bartonova (NB)- late, Anna Noble (AN), Esther Gilbert (EG), Angela Clark (AC), Emily Czibere (EC), Michelle McGrath (MM), Jerry Hsu (JH), Kesava Sampath (KS), Kussi Hurtado

Apologies : none

Meeting opened with a karakia. Whakataka te hau – as a moment of being present.

1. Conflicts of interest, minutes, matters arising	Who
<p>Handing over of presiding member from Jerry to Angela. Thanks to Angela for taking this on and thanks to Jerry for his work to date.</p> <p>Accuracy of last minutes. EC approves as accurate, NB seconded.</p> <p>The meaning of "Conflicts of interest" was clarified. We have a register of these. Conflict of interest: none disclosed specifically at this meeting</p>	
<p>Next year try to have a combined function for Board and Props at end of year</p> <p>Six year old in kindergarten– Ivy Carpenter approved as being put on the school roll while still remaining in the kindergarten.</p>	All

2. Principals Report	Who
<p>As attached.</p> <p>New class 1 teacher appointed, he has met children and parents.</p> <p>Fair also coming along well. Parent engagement meetings worked well, allowed for subsequent shoulder tapping.</p> <p>Q about student teacher placements – these should not be disruptive, closely working with teacher. Anna will speak to students at college first. Is the Memo of Partnership with Puketeraki something to emphasize as a positive aspect of our school with the Teachers College?</p> <p>Mentoring teacher from Michael Park (Arlene) may work with JG and AN and then they would work on from that, ie professional development on how to mentor. Would just need to pay for Arlene's flights. Should be in term 1. AN would like teachers to visit other Steiner schools as part of their PD.</p> <p>AN requests to extend leave for an extra week. Approved unanimously by the Board.</p>	

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2. Principals Report	Who
<p>Literacy and numeracy – there are children in well below, all have had support from teacher aide. None are a surprise. Next year to have very clear written goals for each child. There may have been more children at “at expected standard” when we are heavier in the top end of school as children could not be marked against class 8 level.</p> <p>Is it worth having data on a class by class basis? To consider.</p> <p>Report approved – proposed EC, seconded KS</p> <p>The Board should write something for the newsletter about the numeracy and literacy results – agreed this should be done in 2024. Put on Agenda for first Board meeting.</p>	<p>AN</p> <p>Board</p>

3. Professional Growth Cycle	Who
<p>Does the Board want a separate Performance mgt system for the Principal? This is no longer a legal requirement. The PGC is a high trust model in which other principals can be peer reviewers. Steiner Fellowship has a system documented for this.</p> <p>What would any community feedback look like in the PGC? The Board would probably pick up if there were issues going on via reports against annual plan, strategic plan, feedback from staff etc. Or through other community surveys such as the latest.</p> <p>The general sense was that the Board would support a PGC model for the Principal.</p> <p>CR will email round the copy of the related procedure drafted by MM and ask for Board feedback to the procedure.</p>	<p>CR</p>

4. Annual and Strategic plan	Who
<p>NELP 6 fits with our goal one and should extend into special character aspects. Could be difficult to assess or measure.</p> <p>Individual learning plans for all learners below needs to be developed further.</p> <p>How we work with industries to show work futures was discussed and it was agreed that this was covered in the curriculum.</p> <p>Is the Kaupapa Māori group still relevant? Now we have partnership with Puketeraki, te reo teaching coming in more next year from Resource Teacher Māori. No clear answer on this. Can get a greater connection to local marae and iwi through the partnership.</p> <p>Marketing strategy is yet to be addressed well – needs focus. 2 Props members are onto this. Part of the marketing will include Anna speaking at Teachers College, other teachers in Kahui ako o Otepoti, after school care development etc . AN would like to get information out into the wider community that explains more clearly what the school does – including an “elevator pitch”. Eg include flyer in pack that goes to new mothers. Could use student teachers as people who understand or not what we are about. Use students to write projects on what the education is about or use marketing students and psychology students. Or local start up students.</p>	<p>MT</p>

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4. Annual and Strategic plan	Who
<p>Visibility of school to Aurora should be improved.</p> <p>Maramataka and lunar cycles could be linked more to the school life– eg through timing of working bees. Could this be looked at in 2024.</p> <p>How does the Principal work get split between 80% daily and 20% long term strategic. Can this change over time?</p> <p>AN can draw together plan and ask Board to approve – perhaps over email or at first meeting next year.</p>	AN
5. Health and safety tour	Who
<p>Previous walk identified some area needing attention – eg gate of court, Priority to close off area under stairs below the tree. Need to be planned. Lockdown – needs more work done at school to make the school ready. Would like to ensure that items on site that need to go are removed. Need to improve the tidiness of some areas – eg outside the lower classrooms.</p>	MT
6. Personnel	Who
<p>The Board considered its responsibility to be a good employer (Under the Education and Training Act). MM proposed the Board is a good employer, that Personnel Policies and procedures support this. She referred also to staff survey. There is always room for improvement. AC seconds</p>	
7. Proprietors Trust report	Who
<p>New members needed. Cassino left as chair but is still a Trustee, Kussi chairing and is the rep on the Board. Others likely to join.</p> <p>Have Pene as a new Prop. Edwina left the Trust after several years. The Trust has been reading Steiner Essentials of Early Childhood Education– very satisfying at the meetings.</p> <p>After school care was started and is slowly getting better used. Can tie into marketing. Julie resigned as Head teacher – stepping down but will remain as a teacher. Upskilling Hannah so she can step into manager role.</p> <p>Grounds development is Te Ao Māori lens yet to complete, or a waha roa. Flowform has yet to be set in place. Getting in to plan the detail on this.</p> <p>Maintenance – ongoing. The major work in 2023 was the insulated ceilings and new double glazed windows in the Rata and Kōwhai Rooms.</p> <p>Can the partnership with Puketeraki look to flowform name? Other rooms also need naming</p>	
8. Other matters	Who

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Welcome to Kussi as the new Props rep and also thanks to Emily who is stepping down and staff rep. A by election will be underway to fill the staff rep vacancy. Board will meet 2 nd Tuesday of the month, Props on the 4 th – unless there is a conflict with other school date.	
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Next meeting date – Tuesday 13 February.

Closing verse

Key to Initials : Clare Ridout (CR), Management Team (MT), Proprietors Trust (Props), Emily Czibere (EC), Michelle McGrath (MM), Natalie Bartonova (NB), Jerry Hsu (JH), Anna Noble (AN), Esther Gilbert (EG), Angela Clark (AC), Kesava Sampath (KS).