

Dunedin Rudolf Steiner School Board Meeting

Tuesday 13 February 2024 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), Anna Noble (AN), Esther Gilbert (EG), Angela Clark (AC), Jerry Hsu (JH), Kesava Sampath (KS), Kussi Hurtado (KH), James Guthrie (JG)

Apologies : none

Meeting opened with a karakia. Whakataka te hau

1. Conflicts of interest, minutes, matters arising	Who
<p>No apologies and no conflicts of interest declared.</p> <p>Welcome to James as the new staff rep on the Board and introductions were made.</p> <p>Michelle has resigned for personal reasons. A by election will be held. CR will arrange.</p> <p>Angela will put an intro of herself in the newsletter and also introduce James as the new staff rep.</p> <p>Minutes of last meeting on 12 December – approved as accurate – proposed JH, seconded KH.</p> <p>Matters arising were covered or are covered in this meeting.</p> <p>Props will deal with the health and safety issue raised in NB’s report.</p> <p>Zoe and Kiara approved as having education in kindy while aged 6. (Kussi declared a conflict of interest as a parent of Kiara and left the room while this approval was made).</p>	<p>CR AC</p> <p>KH</p>

2. Strategic Plan, Annual Plan, Analysis of variance	Who
<p>These were prepared and presented to the Board by AN.</p> <p>A discussion arose on the aim of growth as it was noted that the Kindergarten roll is low. Why is the kindy roll low? Should we offer longer hours in the kindergarten? Is this a barrier?</p> <p>Where do other children come from if not from our kindergarten? It was noted that children may enrol from elsewhere if they have had challenges elsewhere (social or academic).</p> <p>Should we have a joint / or combined hui on the subject of marketing?</p> <p>Board members made various suggestions to work on marketing : ODT adverts, targeting Ante natal groups, SPACE. In a pre Fair item in the Star there could be a mention of roll needs in Star item. Hospital display could have the kindergarten as a prominent name. Google adverts. Toy libraries. It was asked if we should employ a digital marketer. Board members may look out for potential places. It was asked whether we should market more if we cannot meet what may be a strong need for extended hours.</p> <p>Three questions were given:-</p> <ol style="list-style-type: none"> 1. Do people know we exist? 2. Do they want to come? 3. What are the barriers? 	

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2. Strategic Plan, Annual Plan, Analysis of variance	Who
<p>Would kindergarten extend their hours, it was agreed this should go to College Why are friends of ECE children not here? What are the barriers? Selling points for the school that are easy to understand are that we are device free, and that there is the same teacher for the child for the duration.</p> <p>Actions:-</p> <ol style="list-style-type: none"> 1. A flyer will be devised and agreed by college 2. Parents will be asked why they come here and why they think other parents do not come 3. College will discuss - if we have to open kindy for longer then how would we best do it? <p>Are these reports accepted – ie Strategic Plan, Annual Plan and Analysis of variance? KH moved, KS seconded.</p>	MT

3. Professional Growth Cycle	Who
<p>Some amendments agreed. Kussi offered to take on the finalisation of this – he will redraft and send to CR. Feedback at point D – could be Board, presiding member, Fellowship and Kāhui Ako Each year a note from the mentor/ colleague can be presented to the Board. Kussi will bring back to the Board.</p>	KH

Principals report	Who
<p>Working bee worked well through the class model.</p> <p>Letter from parent about Lockdown drill. Clarification that MoE would provide trauma training only where children are diagnosed as traumatised.</p> <p>Lockdown – still need blinds, siren. Perhaps should also do a fire drill at play time. Do we need information about how children are prepared for the drill. Need to add something about how we practice for the possible event in the procedure. The Board should write to the letter writer and say that it was most unfortunate that some children felt distressed, that practising the procedure is something that we are legally obliged to do and that the drill process will be added to the procedure. And to send the added paragraph on the drill process to the parent. MT will draft that paragraph. KS moved to accept the report and EG seconded. Is the Kaupapa Māori group still in the picture. MT is planning to survey interest.</p>	AC/CR MT

Newsletter	Who
<p>CR will send an example to Angela from a previous year and she will draft something. May also refer to the national Steiner report.</p>	CR/AC

4. Special Character attestation	Who
<p>Board has seen it – not comments – it is going to Props for their review and then it will go to SEANZ.</p>	

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5. Proprietors Trust report	Who
No report as there has not yet been a meeting this year. Jenny is leaving as is now an employee. No developments on flowform, it was suggested that Props should check out any safety concerns re water.	KH

6. Other matters	Who
RAMs - please check about what to do in event of covid or other transmissible illness. Lost Gypsy caravan may not be a suitable venue. AN will pass this on. Joint hui – 4 May? About site plan. Michelle McGrath – many thanks for her work on the Board. Meeting ended 7.46pm	AN

Next meeting date – 5.30pm Tuesday 12 March.

Closing verse

Key to Initials : Clare Ridout (CR), Management Team (MT), Proprietors Trust (Props), James Guthrie (JG), Natalie Bartonova (NB), Jerry Hsu (JH), Anna Noble (AN), Esther Gilbert (EG), Angela Clark (AC), Kesava Sampath (KS).