

Dunedin Rudolf Steiner School Board Meeting

Tuesday 12 March 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) (via Zoom), Kussi Hurtado (KH), James Guthrie (JG)

Apologies : Natalie Barton

Meeting opened with a karakia.

1. Conflicts of interest, minutes, matters arising	Who
<p>Reading From the Art of Administration. Points that this raised : Where does College sit in relation to Board? What is the role of college? College needs to stay alive and responsive. Communications – points on page 149 – who to consult, when etc. How does the community know what the Board does. It is on website but do people generally know about its work?</p> <p>Apologies from Natalie.</p> <p>Conflict of Interest – CR will send out the Conflict of Interest register and members can advise CR of any conflicts.</p> <p>Matters arising</p> <ul style="list-style-type: none"> • Risk Management on camp – kayaking will not happen on the camp as there is no provider. • Growth : James suggested from teachers that we consolidate numbers in existing school, foster intermediate and technology before moving to expand more. • Board election – no nominations yet, the Board may look around – a few names were suggested to shoulder tap. • Strategic direction and growth – to come back to after fair. Take to College. Use the barrier survey. Put this on next Agenda. • Professional Growth Cycle procedure for the Principal– CR check on where it has got to in the consultation process. • Lockdown drill – no response to consultation on new procedure. Consultation period is over. AC yet to write to letter writer • Kaupapa Māori survey will be done by management after the fair. • Year end report to newsletter – AC to do • H and S props trust ongoing matters that KH is looking at. <p>Approve minutes as accurate KH, EG. 6 year old AC approves Violet Rose Kerseboom on the school roll – all approved.</p>	<p>CR</p> <p>MT</p> <p>CR</p> <p>AC</p> <p>MT</p> <p>AC</p> <p>KH</p>

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2. Principals Report	Who
<p>Area of Special Character strategic goal – how are we going – should reflect on this later in the year rather than early in the year when little will have been done. Each teacher should have some PD on special character in the year – quite costly – see the PD report. Board agreed to amend their timetable to discuss these goals in Term 3.</p> <p>Parent experience evening – low attendees – what would help. More advertising outside of the newsletter. Could we do a bring your parent to school afternoon? This was popular with Board members. Parents could do a write up and take a picture of the parent experience night (as was done from the previous night). This can be taken to the next teacher meeting.</p>	AN
<p>Good signage for markets etc would be good – will look at after fair.</p> <p>Arlene Cairns was very helpful in teaching mentoring, teacher self development.</p>	MT
<p>Kāhui Ako agreement – how is our kindergarten involved? KH will take to Props.</p>	
<p>Social Science review – perhaps some lack of clarity on what should be included in this report to the Board. It was suggested that the report should come out of a self review by teachers perhaps rather than a cut and paste from the curriculum. Any objectives stated should be quantifiable and measurable. The review by the teachers would be more helpful for teachers in a Steiner School where teachers travel right through the curriculum and therefore will be interested in all areas of the curriculum. AC can start a draft procedure and circulate. CR will forward the relevant procedures to AC</p>	AC CR
<p>ERO</p> <p>How does the move to teach more on Aotearoa Histories get reflected in our social sciences review. James explained that the curriculum is already looking to local histories and that the new resources from Puketeraki have enhanced this.</p> <p>Could have a review of Aotearoa Histories by teachers that is then brought to the board as one of the next topics under curriculum.</p>	AN
<p>PD plan</p> <p>Potentially overspending – as per the plan circulated. Should some come out of the Principal Wellness Fund? Eg the Māori Achievement Collaborative course in Waitangi.</p> <p>In 2025 Anna would like all staff to have the option of going to Kolisko – how will this be made to happen? To be discussed at a future Board meeting.</p>	Future hui
<p>Board moved to accept the report. Moved EG, KH</p>	
3. Finance reports	Who
<p>Draft financial report to end of December and the Income and Expenditure statement to 29 February were presented.</p> <p>A few questions were asked;-</p> <ul style="list-style-type: none"> • Why is class materials spending so high at this time? Because teachers stock up at the start of the year 	KH

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3. Finance reports	Who
<ul style="list-style-type: none"> What is the SMS – student management system for attendances, contact details, assessment recording. Agreed to let class 1 know that they can download the app to inform school of absences. <p>Noted that budget was reallocated to class 1 and SMS and assessments from relievers to reflect the need for set up costs and NZCER assessment costs.</p> <p>Board moved to accept the report. Moved EG, seconded JH.</p>	
4. Health and Safety review	Who
This will be presented in May by NB after a tour.	NB
5. Board self review	Who
To postpone to next meeting. CR will send AC the procedure.	CR/AC
6. Update on PGC procedure	Who
As above – to be circulated and agreed by email.	
7. Wellbeing Survey	Who
See attached amendments on last year's survey. Do we identify the area of work that the respondent is in? This would compromise anonymity, but would also make sense in explaining some answers – eg if a weekend cleaner has limited connection to the Principal. It was agreed the identification of type of work should be made. Should we have 4 possible answers to prevent people opting for the middle ground?. JH will review and circulate in the week after Easter (w/c 1 April) and feedback by 11 April (the next week before the holidays) by email. It will then be ready to circulate at start of term 2.	
8. Proprietors Trust report	Who
<p>Kussi reported back on ongoing work:-</p> <p>Special Character attestation approved.</p> <p>Joint hui 4 May – strategic direction/ site plan. Chairs of 2 governing bodies should meet with MT to plan.</p> <p>After school care – numbers stable.</p> <p>Portfolio – João taking on growth</p> <p>Property – had to turn down an offer of a relocatable.</p> <p>Flowform – CR checking how other schools may work with Health and safety issues.</p> <p>2 new members – Joao Machado and Daniel Roberts.</p>	
9. Other matters	Who
None	

Closing verse. Meeting ended 7.44pm

Next meeting date – 5.30pm Tuesday 14 May.

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).