

Dunedin Rudolf Steiner School Board Meeting

Tuesday 11 November 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), James Guthrie (JG), Kussi Hurtado (KH), Jerry Hsu(JH).

Apologies : Angela Clark (AC), Kesava Sampath (KS). *Meeting opened with a karakia and waiata . Jerry chaired the hui.*

1. Conflicts of interest, minutes, matters arising	Who
<p>Reading: Some thoughts were shared on the Education of the Child pages that was read.</p> <p>Next time – Tasks of a Waldorf teacher (Avison and Rawson)– chapter on leadership and management</p> <p>Approval of accuracy of prior minutes of 10 September 2024 EG moved, KH seconded</p> <p>Matters arising:</p> <ul style="list-style-type: none"> • AN has submitted the International student application to NZQA. NZQA suggest that it should all be approved by the end of the year. How will the community welcome them? It was noted that a family in the community is in touch. • CR sent length of school day info to EG as requested at last hui. <p>Approval of 6 year olds in kindergarten who are enrolled at school: Eadie Hardisty, Fei Yang Liu, Heath Trebley, Kasper Ledgerwood, Eliano Nijhuis, Ayana Lett, Bjorn Lett. All approved.</p>	

2. Principals report	Who
<p>Staffing for 2025 with non-contact time etc will be calculated and managed – AN and CR will review this on Thursday morning.</p> <p>Strategic planning hui – deepening knowledge of Steiner Education. The hui confirmed our goals are still valid.</p> <p>Principal’s report otherwise discussed. The Steiner fellowship diagram of what Steiner education is was commended. Also noted the strength and value of Anna’s engagement with the Māori achievement collaborative.</p> <p>AN’s report approved. NB, KH seconded all agreed.</p>	CR/AN

3. Presiding member report	Who
<p>3.1 Staff requests for leave in 2025</p> <p>The issues are</p> <ul style="list-style-type: none"> • Impact on the children • Difficulty of relievers – finding good cover is hard. • The cost of the leave to the school – even unpaid leave leaves the school with a cost – see the procedure on staff leave. • The board should be careful about setting a precedent that it cannot afford to keep up or which is not healthy for the children. 	

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3. Presiding member report	Who
<ul style="list-style-type: none"> • The wellbeing of staff is set against this. • It was noted that the requested leave dates were amended so that two staff are not away at the same time. <p>JG said teachers are happy to step up to help this happen for their colleagues. Might handwork/ woodwork teacher time be accommodated if that teacher was requested to take on additional work?</p> <p>It was noted that relievers are not readily available. This is a nationwide issue nowadays. Anna has access to a pool of 27 relievers but when a reliever is required there is often not one available from the pool. It is also hard to find a reliever that can work well within the Steiner curriculum. Would another Steiner school send a reliever. Look to other Steiner schools?</p> <p>Responses from Board members were as follows: -</p> <ul style="list-style-type: none"> • One member considers it reasonable to accept, wonders if teachers might consider going for 3 weeks instead of 4. Are we setting hard precedents to follow. • One member suggested that summer holidays could also be a time to travel in terms of their work. Feels that it is hard for the Board to reject the request. • The other teachers supporting it and helping to make it work seems to make it more acceptable. • One member thinks that as a small school and community that we should have a trust model that may allow this to happen. • One member considered that it could be accommodated if the leave is not overlapping. <p>Board approved the unpaid leave. JG approves, KH seconded. JH will write to the teachers to inform them of the decision.</p>	JH
<p>3.2 Teacher aide</p> <p>Suggestions about additional teacher aide time that is needed for Kiokio as there are students with high needs coming through. (KH noted a possible conflict of interest as he has a child moving into that class. Board happy for him to stay). The school will receive some MoE funding but this is unlikely to be sufficient to meet the full amount required.</p> <p>EG suggests that a fundraising committee is set up who set up priorities and where funding may come from. A parent was suggested who works in this field and may be helpful. This proposal was approved by the Board. CR said she would be happy to work alongside EG on this. In the meantime, the school should look to funding for the Teacher aide from outside sources.</p>	EG
<p>3.3 Board self review</p> <p>Board members apologized that they missed the instruction / link for the review. AN is resending the link to all. Everyone should complete.</p>	All
<p>3.4 Whakawhanaungatanga</p> <p>27 Nov 5.30 invitation – please reply to AC. Staff appreciated the invite. Should ensure that all staff are included. CR to follow up with AC that all staff have been included.</p>	CR

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4. Finance	Who
<p>See written report.</p> <ul style="list-style-type: none"> • Board agreed that the treasurer could continue the checks that are specified in the policy and which the school auditors place some reliance on. • Budget changes – the Board approved that Management can make budget changes up to \$2,500 providing budget holders agree to the change. • Levels of delegations approved. Board was reminded what these are. • Property maintenance report to come to Board props more regularly. It should be put on the board timetable. • Tagged funding discussed and how money could be held over to future. If this is not specified in our procedures then it should be added. • Xero – approved – can it be done as one umbrella? Or a charity rate. CR will check. Using Xero will also provide better reports that will show reserves. <p>EG moved to accept the finance report and budget and the amended policies. KH seconded approved by all.</p>	<p>CR</p> <p>CR</p> <p>CR</p>

5. Memorandum of Understanding	Who
Memorandum of Understanding – approved by the Board. KH moved, EG seconded.	

6. Proprietors	Who
<p>Verbal report provided by KH.</p> <p>Joao is drafting a scope for a plan for the site which will come to the next Props hui.</p> <p>Geotech review is being done on the land. This may be followed by a full Geotech survey.</p> <p>Transport issues with the private road. JG noted that it would be great to get a bus up to the site</p> <p>Difficult financial year for Kindy. Props have also spoken with staff as to whether anything can be changed to help the financial way forward.</p> <p>After school care cost will be increased per hour. Pledge went up 2.5%</p> <p>KH moved the report is accepted; EG seconded.</p>	

7. Any other business	Who
<p>Attendance statistics reviewed. It was noted that you only need 5 days off sick in a term to become a statistic of irregular attendance in a term. This seems like a very biased way to report absences - ie including sick days. A board member raised their concern that this is a reporting change that supports government strategies. This concern was shared by Board members that it seems to be a strategy to move schools towards being seen as “failing schools” and potentially open the door to suggestions of them becoming a Charter School. KH suggested this is made public to our community.</p> <p>Statistics on how many children are late was discussed. Being late is so detrimental to the child as so much important social connection and learning is done at the start of the day. The message seems to need to be taken on by parents as the children in question want to be on time and find it hard to enter the class late. Class teachers can follow with parents.</p>	

Closing verse. Meeting ended 7.39 pm **Next meeting date – 5.30pm Tuesday 10 December.**

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).