

Dunedin Rudolf Steiner School Board Meeting

Monday 20 February 2023 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 :

Jerry Hsu (JH), Clare Ridout (Board Secretary), Helen Thomlinson (HT), Cassino Doyle (CD), Michelle McGrath (MM), Natalie Bartonova (NB), Danny Fridberg (DF), Chris Bay (CB), Emily Czibere (EC), Anna Noble (AN).

Apologies : none

1. Verse, apologies, reminder re conflict of interest, farewells	Action by Who
<p>No conflicts of interest declared.</p> <p>Farewells and thank you to Helen and Danny who have been members of the Board over many years and through significant times. Members shared reflections</p>	

2. Principals Performance Agreement	Who
<p>Principals Performance agreement Report has been circulated. The process was delegated to HT, MM and JH. To add the Props rep to the Policy re the process and a new template to be adopted. MM will take this up. EC proposes approval, CD seconds. JH will call PJ and arrange for the document to be signed and filed. MM and JH will look at policy and procedure, and new template – and redraft.</p> <p>The Board agreed to delegate the Principal Performance Agreement to Personnel Portfolio Holder and Presiding Member and approve the concept of leaving a space for the Proprietors. The Props will decide who the delegate is, inform the Board who will approve the person. CD proposes the motion for the Board reps to be delegated, EC seconds. The props appointment will be minuted as approved at the next Board meeting.</p> <p>How will the special character advisor work in the process. How might a 360 survey work? These are potential matters for Board decision in the future.</p>	<p>MM JH MM/JH Props Next Board mtg</p>

3. Minutes, approval of 6 year olds in kindy, matters arising	Who
<p>Approval of prior minutes Minutes of approved from 12 December – proposed NB, seconded EC. JH to sign the minutes as approved</p> <p>Approval of 6 year olds in kindergarten 6 year olds approved for their education in kindergarten</p>	<p>JH</p>

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3. Minutes, approval of 6 year olds in kindy, matters arising	Who
<p>Matters arising</p> <ul style="list-style-type: none"> • SEANZ special character review tool was used by the teachers in the teacher only days. AN has started to collate the information in the Tool. • CR still to write to MoE re finance for relief teachers. • AN to approach Teachers College / Polytech • AN yet to look at how reporting would look if the children with special learning needs were extracted from the Data. • How the Board reports to the community on Literacy and Numeracy results to be established with the Ministry. 	<p>CR AN AN</p>

4. Principals Report	Who
<p>The Board was very happy with the report - very streamlined, easy to read. Board approved of it.</p> <p>Literacy and Numeracy 2022 – writing being a downward trend that will be addressed in 2023.</p> <p>Management Unit – only one given to James so far for his work in Te Reo Māori – he feeds back to the other staff. There is a written agreement that describes this. There is one other Management Unit available that AN will plan to use.</p> <p>Before school care is being reviewed – how we can formally look after children who may arrive early. Kindy is looking to after school care as the providers for this outside the school are not suitable for Kindy. The School and Kindy needs are different.</p> <p>EOTC – forms are being reviewed by the teachers. Need to review what the response would be if something went wrong, not just about mitigating the risk, but what do you do? Propose that 2 Board members should approve, while all Board members should see the RAM. AN can decide when a trip is low risk and does not need to come to the Board. This was approved by the Board. approved EC, seconded MM</p> <p>Approved Professional development plan for staff. CD offered assistance with Cultural values, JH with anxiety etc work for Claire Rewa.</p> <p>Strategic and Annual plans were reviewed. This links with joint hui work. These will be submitted to the Ministry on 1st March. Annual plan, strategic plan, Principal’s report approved EC, seconded MM</p>	

5. Analysis of Variance	Who
Analysis of variance presented re 2022	

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5. Analysis of Variance	Who
Teacher Aide is keen to continue her training. And the teacher aide will provide assessment data with the teachers. Q about intervention for student in class 2. This could be better expressed. EC proposed we approved the report. CB seconded.	AN

6. By election, change of members	Who
<ul style="list-style-type: none"> • Chris tendered resignation as his children are no longer attending the school. Board accepted his resignation. He was carrying Policy. • The Board is having a by election as per the Board papers. CR appointed as Returning Officer. EC proposes CR as returning officer, CD seconded. • It was suggested that we ask the new parents in Class Tui to consider joining the Board. • JH will write an invitation to the community to consider joining the Board in the next newsletter. 	JH

7. Other matters	Who
Fair is probably happening in April. Anna wants to keep Twilight Market too. Board was happy to have evening events for parents who can attend after work. What would be a good focus for a community meeting this year?	
Anna raised the planned change in FB presentation of children. A notice will go out to advise parents. Children would not be named. Should have a policy on our approach.	AN MT
Proprietors report to the Board. It was agreed the Board is happy with a verbal report. This will be added to agenda, and "Any other business".	CR
Hard copy Board papers can be made available to Board members in the week before the meeting.	

Next meeting 27th March Board meeting 5.30pm

Meeting closed 7.25 pm

Key to Initials : Clare Ridout (CR), Cassino Doyle (CD), Management Team (MT), Proprietors Trust (Props), Emily Czibere (EC), Danny Fridberg (DF), Helen Thomlinson (HT), Michelle McGrath (MM), Natalie Bartonova (NB), Chris Bay (CB), Jerry Hsu (JH), Anna Noble (AN)