



Education
Dunedin Rudolf Steiner
Learning with head, heart and hands

Proprietors meeting minutes - Rudolf Steiner School Trust Otago

Thursday 16 March 6pm - At the school

Present –Cassino Doyle , Edwina Hill. Julie MacLeod, Clare Ridout, Anna Noble, Kussi Hurtado, Lenka Blass.

Apologies : none

Opening karakia : Kia tau rā ngā manaakitanga a te runga rawa, Ki tēna. ki tēnā o mātou e tau nei,

Kia tūturu ōwhiti whakamaua, kia tīna, tīna, hui ē, tāiki ē.

| 1. Reading , Welcome to New Trustee, resignation of another | Who |
|---|------------|
| Reflections on Essentials document were shared. Next time will discuss pages 6 to 10. CR will send out new pages prior to next meeting. Jenny Wigley has applied to become a Trustee. She left the room for the Trustees to decide on her appointment. Cassino moved that the Trust approved Jenny to become a trustee, Edwina seconded. Jenny was invited back to the meeting and welcomed on to the Trust. Many thanks to Edwina for her work as a trustee. She has tendered her resignation due to other work commitments. This will be effective from the end of the meeting. | CR |

| 2. Finance Training | Who |
|---|------------|
| CR provided a summary financial overview of the Trust, School, Kindergarten and Playgroup and the costs and income for each. There was some discussion on the use of parental donations as income. An overview was provided on what governors should look for in reviewing the accounts. (see document – Financial Overview). A summary of the kindergarten budget was examined. The kindergarten needs 750 child hours per week to break even. This should be a key bit of information provided in the kindergarten report. Staffing levels can also be provided as these are a key cost area. There is funding available from Trusts etc if we applied for this. We should advertise for someone to take up this work. Jenny Wigley and Anna Noble were approved as signatories to the Trust and Kindergarten Westpac Accounts. Approved unanimously. | JM MT |

| 3. Minutes, matters arising | Who |
|---|------------|
| Minutes of the 9 February approved as accurate. Edwina moves, Kussi seconds. Matters from previous meetings <ul style="list-style-type: none">Survey on out of school care. Kussi has surveyed the parents. There was interest in kindy parents for both before and afterschool care. | |

| 3. Minutes, matters arising | Who |
|--|---|
| <ul style="list-style-type: none"> No funding progress – on verandah or kindy toilets Head Teacher summary has yet to be submitted by EH – she will send to Julie. Policy has been approved on communication from management to Trust. CR will email Alayna again re landscape design work Have looked to website and advertising – ongoing work Flowform is still in progress Blackboard work has been followed up with Connor Jones – the surface is not satisfactory. They have yet to provide remedial work Drinking Fountain – will look for one on the wall of the octagonal classroom as the concrete base plan is problematic under a valued totara tree. Mobility parking May no longer be a requirement. CD to review resource consent application Possibility of using the Crystal Bridge fund for kindergarten professional development funding – in discussion at Mgt RCDs – CD will look at building plan on new classrooms and if RCDs are there Plan for blinds for octagonal classroom for lockdowns is underway thanks to Jenny at Craft Group | <p>CR</p> <p>EH</p> <p>CR</p> <p>CD</p> <p>CD</p> |

| 4. Strategic plan | Who |
|---|------------|
| <p>The meeting reviewed Annual plan goal 2 – Nurturing the Mana of Te Tiriti.</p> <p>Impulse group starting</p> <p>Do we look again to a te reo maori playgroup – this may be an option although the joint hui felt it was better to support te reo in the current playgroups.</p> <p>The impulse group should have the overview of what is happening in the school and kindergarten</p> <p>Should advertise the group meeting again.</p> | <p>MT</p> |

| 5. Kindergarten | Who |
|---|------------|
| <p>Report provided. In future can see the six year olds be specified and the hours enrolled.</p> <p>Is there a Health and Safety issue around parking? Some discussion about whether we could stagger start times to help with congestion. Traffic congestion is an issue that needs to be addressed in the future. Walking bus could be implemented as a parent initiative that would help. Discuss in future.</p> <p>Trial evacuation done in February – all went smoothly.</p> | |

| 4. Growing the school | Who |
|--|-----------------|
| <p>See Anna's paper on the need for 3 kindergartens to feed the school – so that we have 100 children in kindergarten to feed a class of 24. Props agreed to start looking at cultivating this seed. This could include another kindergarten in town. Moved by CD, seconded by JW.</p> | <p>AN/EH/KH</p> |

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| 4. Growing the school | Who |
| Before and after school care – need a working group, on this. AN will speak to MSD to clarify the rules. EH and KH happy to be involved once AN has made the call. | |

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| 6 Building | Who |
| As per agreement by email the Trust approved Connor Jones for the work to lower ceilings in kindergarten and replace windows. KH moved, LB seconded | |

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| 7. Policies | Who |
| None to review | all |

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|---|------------|
| 8. Board | Who |
| Janet Molloy has been appointed by the Props as the special character person on the Principal Performance Agreement work. | |

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|-------------------------|------------|
| 9. Miscellaneous | Who |
| No matters | |

Next meeting : Thursday 6pm 11 May

The healthy social life is found when in the mirror of each human soul the whole community finds its reflection, and when in the community the virtue of each one is living". Rudolf Steiner

Meeting closed at 8pm