

# Dunedin Rudolf Steiner School Board of Trustees Meeting

Wednesday 19 August 2020 6pm

*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.*

*“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*

Present : Pene Johnstone, Helen Thomlinson (late), Stefan Roesch, Steve Broni, Clare Ridout (Board Secretary), Danny Fridberg (Chair), Zahra Muhammed Shah, Gabriela Stuedemann, Trisha Geraets.

Apologies : none

1. Minutes and matters arising, reminder re conflict of interest	Who
<p>No conflicts of interest declared.</p> <p><b>Minutes of previous meeting of 17 June were approved as accurate</b>, both in committee and public. Proposed by ZM, seconded by SB.</p> <p><b>Matters arising</b> Set up email address for Board Chair – not yet done.</p> <p><b>Welcome to Trisha</b> – with the Policy portfolio. She will go through Induction checklist with CR.</p> <ul style="list-style-type: none"> <li>● Roll cap increase. PJ also met Sawyers Bay which was supportive of increase. Ravensbourne did not seem to plan to offer support.</li> <li>● Dads’ night postponed due to level 3.</li> <li>● Halo Project – will be involved in the school. Trapping would need adult volunteer time to avoid children being involved. The Halo worker, Kate will come to talk to the teachers.</li> </ul> <p><i>HT arrived.</i></p> <ul style="list-style-type: none"> <li>● Annual plan goals have been amended slightly after discussion with MoE and have been circulated to the Board.</li> <li>● Class 7 plan for 2021. Not all families confirmed plans yet. PJ will offer the main lesson to the class 7. There is talk of one additional child potentially enrolling in that class.</li> <li>● DF proposed an ad hoc crisis team in times of crisis after behaviour management incidents last year. Or should it be a case by case matter? The consensus seems to be that it should be a flexible approach, depending on the situation. Remind the staff and whole community that the Board members and staff are approachable and can direct people with concerns to the best route to resolve the issue. Trisha will collate a sheet that shows who the Board members and staff are.</li> </ul>	<p style="text-align: center;">CR</p> <p style="text-align: center;">CR/TG</p> <p style="text-align: center;">TG</p>

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1. Minutes and matters arising, reminder re conflict of interest	Who
Goals for Principal appraisal. Proposed that this work is delegated to the Board Chair and Personnel portfolio holder. Then the whole board would have input to this agreement. Board agreed that it would make more sense. Policy and procedure to be amended. There were also some minor changes around the Principal collective agreement. Not a major change so that it is not going to be circulated. There is a lack of clarity in the procedure over what the special character advisor does – but the terms of reference can be established in initial meetings with Principal.	BoT chair to sign amended policy

2. Principals report	Who
<p>Has been circulated. HT commended the report, especially the clarity in class 2 and 3. Clarity provided on the Learning support worker, Angela, and her input to the school. This input was commended. Confirmed the value of our membership of the North Dunedin COL. Trisha reported on the clean up of the bush. Stefan asked for and was provided with clarity re the asbestos that has been found on the property. (CR then emailed him a Risk Analysis about this).</p> <p><b>Literacy and Numeracy</b> Question raised as to the types of testing the school does. PJ talked to this and referred the Board to the school’s assessment schedule. Did Covid have an effect - probably in some cases. Would be interesting to see what other schools have experienced. DF asked if the school is adequately resourced to address the issues? PJ can take the question to the teachers. Prepare a wish list and then see how it can be possibly be funded.</p> <p>Steiner Community of Learning – Julie L doing Zoom meetings for literacy and James for cyber civics. Now the school is not getting the Steiner COL “across school teacher” visits. The North Dunedin cluster has no specific literacy and numeracy focus, but is looking to well-being.</p> <p>Annual plan amendment has been circulated.</p>	PJ

3. Finance report	Who
Nothing unusual in the report to 31 July 2020. Five year forecasts were also provided from the Trust financials. It was asked how the decisions made in terms of staffing, and levels of teaching load on the Principal. Agreed to change Board timetable to review budget in September, this would be a point at which the teaching load on the principal is reviewed by the Board.	

4. Proprietors	Who
Looking to new classroom building. Looking to sell 3 lots of land to finance this. Kindergarten is improving with enrolments. Community meeting is set for 23	

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<b>4. Proprietors</b>	<b>Who</b>
September 7pm. Community members can be asked for agenda items – can be determined at the joint meeting.	

<b>5. Communication to the community</b>	<b>Who</b>
“Door is open” in newsletter (DF?) – who is who on the Board and staff (TG)	

<b>6. Any other business</b>	<b>Who</b>
None	

<b>7. Other matters, communication to the community etc</b>	<b>Who</b>
Next meeting 6pm 16 <sup>th</sup> September.	

<b>8. Principal Appraisal</b>	<b>Who</b>
<p><i>At 8pm - under Section 48 of the Local Government Official Information and Meetings Act 1987, Helen Thomlinson moved that the Board of Trustees should exclude the public and move into committee to discuss this agenda item which relates to individuals. Pene Left the meeting</i></p> <p><i>MOVE OUT OF COMMITTEE – Helen Thomlinson moves that we moved out of Committee at 8.10pm and asked that recommendations of Board be approved by Open Board.</i></p> <p>The Board was satisfied that PJ has met her goals and reached the standards as Principal for 2019. Got a good ERO report which was the main goal of the APA.</p>	

Meeting closed 8.10pm

Key to Initials : Pene Johnstone (PJ), Clare Ridout (CR), Gabriela Stuedemann (GS), Management Team (MT), Proprietors Trust (Props), Board of Trustees (BoT), Danny Fridberg (DF), Steve Broni (SB), Helen Thomlinson (HT), Stefan Roesch (SR), Zahra Muhammed (ZM), Trisha Geraets (TG).