

Dunedin Rudolf Steiner School Board of Trustees Meeting

Wednesday 25 May 2021 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 : Pene Johnstone, Helen Thomlinson, Danny Fridberg (Chair), Clare Ridout (Board Secretary), Stefan Roesch, Zahra Muhammed Shah (late).

Apologies : Trisha Geraets

Approved absence: Cassino Doyle

1. Minutes and matters arising, reminder re conflict of interest	Who
<ul style="list-style-type: none"> • No conflicts of interest declared. • HT moved to approve the 13 April BoT Minutes, PJ seconded • BoT Manual to be has been updated and will be circulated to all members by CR • Wellbeing of staff survey – HT still to go to a staff meeting this term to talk about it • Principal appraisal : DF and HT will bring summary to BoT at this meeting • Student achievement data to circulate at the end of the term when mid year reports available • Grants available – HT has provided grants info to CR • Need still to repaint lines and look at resurfacing – we contacted Fulton Hogan but need to wait until Spring • Trisha will contact Bunnings about Buddy bench or similar non tannalised project – no update as Trisha away • CR still to check the privacy legislation and whether we have to alter any practices/ policy etc. She may ask Trisha to look too in her policy role. • DF will contact JP on Props re his ideas around investment of funds • HT met MoE with PJ and CR re enrolment scheme – HT will now update our preferred scheme, so that MoE can then consult on it. It was a positive meeting. Once she has approved it we can bring to a BoT meeting and then MoE will consult. There is not so much pressure on this but we need to keep our tuakana to around 12-14. The MoE was pleased with the variance report and charter but suggested that we report on the number of students of focus so that the Board can more easily track them. <p>One new 6 year old in kindergarten – DF has signed the authority.</p>	<p>CR HT</p> <p>PJ</p> <p>TG</p> <p>CR DF</p>

Dunedin Rudolf Steiner School Board of Trustees Meeting

2. Principals Report, annual plan goal, curriculum report on Science	Who
<p>Report has been circulated. Missing some sections due to some delays from teachers. PJ aims to minimise the competitive streaming that can happen in some settings. It seems that it is too soon in the year to get feedback on the students of focus. Noted that the Teacher aide is doing less work to support children of focus. Add termly progress on classroom interventions to the teachers' reports in the Principal's report for early term 3 and for term 4 reports. (Zahra arrived 6.05pm)</p> <p>Change the section so that the teacher reports more on what is happening in the classroom, rather than the planned outcomes.</p> <p>Curriculum report on science – as included in the Principal's report Suggested that the staff rep becomes the curriculum portfolio holder. But then could also be useful to have someone from outside who could help to lead an internal evaluation. To be determined. Agreed that it would be a good idea for the college to do an internal assessment of a curriculum area and then this forms part of the report to the Board. What is the budget that is required for science? Can this come to the Board in the budget for 2022. If there was a list of needs then we could seek funding for the list.</p> <p>Growth Goal Marketing strategy – not yet documented, but had an open day here at the school, it was on social media, but would need to be shared by members. Need to develop a poster. Drop flyers to plunkett, playcentres, Farmers Market etc. Ask if a parent wants to design one.</p> <p>Departure of Handwork teacher led to consideration of employing a handwork helper and investing in a te reo Māori teacher. But it was decided to see what comes from advertising a handwork teacher first.</p>	<p>PJ</p> <p>PJ</p> <p>PJ</p>

3. Health and safety	Who
<p>Some areas of bush cordoned off due to work on vines. Yet to do a tour with Stefan. Otherwise no matters of concern.</p>	

4. Finance report	Who
<p>No areas of concern from the attached budget report. Good news about capital maintenance funding that should come from the Ministry for all integrated schools – amount yet to be confirmed. Would have many areas to spend such funding on. The Board was happy to see the Professional development plan. It was noted that Literacy training by Trisha and Julie was not budgeted for. The school also would struggle to send delegates to the Association of Integrated Schools conference, which is a shame. It was beneficial to send a delegate to SEANZ.</p>	

5. Proprietors	Who
<p>2 of the 3 sections have been sold subject to due diligence. Should allow for the planned buildings to go ahead.</p>	

Dunedin Rudolf Steiner School Board of Trustees Meeting

<p>ERO issues with kindergarten that were then followed by a MoE visit and a complaint from the kindergarten to ERO have led to a change in the ERO report and a potentially a change in how the kindergarten is placed by ERO.</p> <p>Alida will be away for a year on parental leave. We are aware of the impact on the head teacher.</p>	
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6. SEANZ report	Who
<p>Good for Dunedin to be present at SEANZ and good that CR is a member of the SEANZ board.</p> <p>We will be asked for a view on an increase to the levy – SEANZ will circulate a motion to this effect.</p> <p>Other general matters from the meeting were summarised – it was a worthwhile trip for Danny and Clare.</p>	

7. Board communication	Who
<p>By election will be notified in newsletter</p> <p>Next meeting 22 June 5.30pm</p>	

8. Any other business	Who
<p>We pay the living wage, and have done since at least 2019. We are now applying for accreditation.</p> <p>Can we have attendance rates in our Board reports – eg once a term. Agreed to do this once a term on the preceding term in the Principals report.</p>	PJ

9. Other matters, communication to the community etc	Who
<p>Next meeting 5.30pm 25th May 2021.</p>	

At 7.10 pm - under Section 48 of the Local Government Official Information and Meetings Act 1987, Danny Fridberg 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

MOVE OUT OF COMMITTEE – Danny Fridberg moved that we moved out of Committee at 7.30pm and asked that recommendations of Board be approved by Open Board.

The Board was satisfied that PJ has met her goals and reached the standards as Principal for 2020 .

Meeting closed 7.30 pm

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