

Dunedin Rudolf Steiner School Board of Trustees Meeting

Wednesday 13 April 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), Trisha Geraets. Clare Ridout (Board Secretary), Stefan Roesch.

Apologies : Zahra Muhammed Shah

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. • Wellbeing of staff survey – HT to come to a staff meeting next term to talk about it • Principal appraisal : PJ has submitted self evaluation for 2020. DF and HT to meet and bring summary to BoT • Student achievement 2020 still to circulate • Board manual update – DF still to review • Grants available – HT to look at playcentre resource for grants with CR/PJ • Need still to repaint lines and look at resurfacing – to contact Fulton Hogan • Trisha will contact Bunnings about Buddy bench or similar non tannalised project • Enrolment scheme – PJ, CR, HT are meeting MoE in May • CR check the privacy legislation and how we may have to alter any practices/ policy etc • Saturday 8th May joint meeting looking at aim of nurturing the mana of te Tiriti <p>Trisha informed the Board that Halo are back to continue work on the track and predator control.</p> <p>Minutes of previous meeting of 17 February were approved as accurate, Proposed by TG, seconded by PJ.</p>	<p>HT</p> <p>DF/HT</p> <p>PJ DF HT/PJ/CR PJ</p> <p>TG</p> <p>CR</p>

2. Board membership	Who
<p>With Steve Broni's resignation the BoT has decided to hold a by election. Board will appoint CR as returning officer. Next Board meeting will be 4th Tuesday of May – 25th. Board members are encouraged to send in any statements that may encourage other parents to consider being on the Board. Board will send a book and thanks to Steve Broni. DF will organise and have it available for signature by Thursday this week.</p> <p>DF plans to see out his term on the BoT to June 2022. HT may leave at the end of the year when her son leaves.</p>	<p>CR</p> <p>DF</p>

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3. Annual plan	Who
Verbal feedback from PJ on the goal of “Enhancing Special Character”. Julie L and Pene have engaged with Steiner Kāhui Ako in Literacy and Numeracy, and James has taken up a role on the Steiner Kāhui Whetu for Te Ao Māori including Te Reo and Tikanga Māori. First week next term Sue Simpson will be here for a week delivering Eurythmy both to the classes and as Professional development. It was felt that the school is progressing this goal	

4. Finance report	Who
CR talked through the draft financials for 2020. She will send out notes to the full set of accounts. Differences between budget and actuals are mostly on budget lines where there is matching income and expenditure – eg Teacher salary grant income was significantly higher than budget and the related teacher salary costs were also higher, Notional property grant of \$31k was not budgeted for, neither was the equal notional cost.	CR
The draft accounts went to the auditors on 31 March and anticipate audit work being done in May for the 31 May deadline.	
DF interested to speak to Proprietors to establish how excess reserves may be used as he considers that the school or Trust may be able to get better rates of return on investment than the rate the Trust pays on its borrowing. Can the school Trust invest money to make a profit? DF to raise this with the Proprietors Trust.	DF

5. Principals Report	Who
Report has been circulated PJ may provide statistics more frequently on student achievement Special Character Federation tool will be sent out to Board.	CR
Roll increase – PJ and Roberta will follow up the expression of interest enquiries who are still interested.	PJ
Can classes exceed 12 per year? The board confirmed that the management of the roll lies with the Principal, but would like to see a projection of roll numbers for the school at a future meeting when the Board looks at the Goal “Grow the School” from the annual plan.	

6. Policy and procedure	Who
No policies and procedures for review. The policy on the use of photos and artwork is still to be agreed by the teachers. Are we interested in “Schooldocs” as a service – costing around \$1200 p.a. (As recommended at an NZSTA course attended by DF) CR to ask around SEANZ to see whether other Steiner schools have a positive experience of using “Schooldocs” may be. It was noted that some members of the Board would have hoped that the Ministry would provide more template documents, rather than outsourcing it to commercial enterprises.	CR

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7. Proprietors	Who
Cassino is the new chair of the Props. The group is still seeking new members. There have been subdivision delays with laying electric cables etc. It is anticipated that title will not pass until September/ October meaning the Trust would not have the income until then for new classroom building. Building plan could therefore be delayed. Props will need to look at bridging the gap. They meet tomorrow.	
8. Communication to the community	Who
Academic achievement report in newsletter – as above	PJ
Board member recruitment	CR
9. Any other business	Who
Health and safety issues concerning the hard court should come to the next meeting. This should be on the agenda next time.	DF
Effective Governance – DF may speak to it in the future, but the Board should read the document.	
10. Other matters, communication to the community etc	Who
Next meeting 5.30pm 25 th May 2021.	

Meeting closed 7.00pm

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).