

# Dunedin Rudolf Steiner School Board Meeting

Tuesday 23 November 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, Danny Fridberg (Chair), Clare Ridout (Board Secretary), Helen Thomlinson, Zahra Muhammed Shah, Cassino Doyle, Chris Bay, Stefan Roesch.

Apologies : Trisha Geraets.

1. Minutes and matters arising, reminder re conflict of interest	Who
<p>No conflicts of interest declared.</p> <p>Lenka has resigned and joined the Props Trust. Trisha has also resigned. Many thanks to her for her work. Board approved Clare to do the returning officer work for a staff by election</p> <p><b>Minutes</b> of 28<sup>th</sup> September approved as accurate DF approved, HT seconded</p> <p><b>Matters arising</b></p> <ul style="list-style-type: none"> <li>● Enrolment Scheme. Brief intro from Helen about a meeting with Aurora Tamariki. Final changes to be agreed still with MoE. HT, CR, and PJ to meet.</li> <li>● Special Character attestation has been sent back to SEANZ</li> <li>● Stefan and PJ have done a H&amp;S tour</li> <li>● Lead testing will be arranged. Including in areas where old boats were.</li> <li>● See – saw – came up as a possible health and safety issue. Has been noted but no accidents have arisen.</li> </ul> <p>6 year olds – two 6 year olds approved as newly school enrolled but in Kindergarten educated in kindergarten for the remainder of this year.</p>	<p>CR/HT/PJ</p> <p>CR</p>

2. Finance Report	Who
<p>See attached report.</p> <p>A question was asked about why teachers salary income and expenditure is much higher than budget this year. This was probably because the budget income and expenditure were based on a standard FTE of \$80k a year while most teachers are on a higher level of pay than that. Clare will confirm. There is no impact on the surplus deficit as the income line is equal to the expenditure line.</p> <p>DF moved to approve Budget 2022 and the finance report , HT seconded.</p>	<p>CR</p>

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3. Principals Report, annual plan goal, curriculum report on Handwork	Who
<p>PJ noted she is very pleased with the community response to mask wearing and vaccination.</p> <p>See written report.</p> <p>The lower classroom extension will be complete on the ground floor so that it can be used from the start of Term 1. Could we look to School of Art at Polytech re the artistic design. PJ will follow up.</p> <p>The focus on specific pupils has affirmed the value of this approach with good progress by some of these pupils who have been supported by a teacher aide.</p> <p>DF asked if alumni students can be used to tutor as this has been done in Israel. PJ to ask Logan Park.</p> <p>Update on staffing – had around 20 applications to the class teacher role. Of these there were 3 shortlisted and the successful applicant was outstanding – Emily has been observed in the class and is doing very well. All of the children seem very happy. This was endorsed by Board members.</p> <p>The handwork position has also been filled by Becca Laiman and this has now also become a permanent position.</p>	<p>PJ</p> <p>PJ</p>

4. Feedback from joint meeting	Who
<p>The meeting was very positive. It focussed on the strategic plan and how we were tracking and then looked at the concept of whakapapa. Recommended that those people who did not attend, should read the minutes and strategic plan document from the meeting that Clare circulated.</p> <p>Since the meeting management have also made the decision to introduce WiFi for staff use – this was not seen as a governance issue.</p> <p>Next joint meeting will be February – probably on 19<sup>th</sup> – to confirm with Props.</p>	

*Zahra left the meeting*

5. Memorandum of Understanding and Schedule of Delegations	Who
<p><b>Memorandum of Understanding</b> Approved. Only real change relates to special character interviews being delegated by Props to the Principal. CB approved, DF approved.</p> <p><b>Schedule of Delegations No major changes</b> DF approved and HT seconded.</p>	

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<b>6. Principal Appraisal agreement</b>	<b>Who</b>
HT and PJ have had a quick catch up on the 2021/22 agreement to see if there were any matters that PJ needed clarifying. She will let DF and HT know if she wants an interim meeting. The three of them will touch base in February.	PJ/HT/DF

<b>7. Report from the Proprietors</b>	<b>Who</b>
Workshop idea for plan for the grounds – this could form part of the joint meeting – ask the Props if this would work. On the 19 <sup>th</sup> Feb Before the first Board meeting on the 22 <sup>nd</sup>  Title has passed on the three sections	CR will ask

<b>8. Communication</b>	<b>Who</b>
DF will write something for the last newsletter of the year. It was suggested that the new staff may write bios for the newsletter.	DF
<b>9. Other business</b>	<b>Who</b>
<b>Succession planning</b> HT will step back from the Personnel portfolio. She is happy to stay on the Board as a co-opted non portfolio holder to help the Board through a transition period. To discuss portfolios and succession planning at the next Board meeting – would people stay on and with what portfolio? PJ expressed appreciation of the work that DF and HT have both done.	All

<b>10. Next meetings</b>	<b>Who</b>
Next meeting 13 <sup>th</sup> December 2021 5.30 followed by a social event at Emerson's to which Props are also invited at 7.30pm.  Joint meeting – 19 <sup>th</sup> February proposal  Next Board meeting – 22 <sup>nd</sup> February	

Meeting closed 6.55pm

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