



Board of Trustees Meeting
15th September 2020 at 5.30pm

- Present:** Lisa Hickling, Sarah Lockwood via zoom, Edward Wall, Nathan Smith, Mary T-J, Michael Rall, Olaf van der Beek, Louise Gawn(WST), Mel Auld, Stephen Lane (WST)
- Guest:** Marlis Resenterra
- Minute Taker:** Sharon Roberts
- Apologies:** N/A
- Opening and Verse:** Read by Mary T-J
- Confirmation of Agenda:** Yes

Previous Minutes

Proposal to approve June Board minutes as a true and accurate account		
Proposed Eddie	Seconded Olaf	Carried Unanimously

Actions arising from previous minutes:

Survey – Achieved.

Correspondence:

Tabled

Finance Report:- notes tabled

In brief, not much to report at the moment, we are up to date and on budget.

Extra income we have received for teacher aides, has been made to manage their collective pay increase. We have received 1 payment so far and will get another one next year.

Marlis has been looking at some term deposit changes, but it's not worth it right now with the interest rates and break fees as they are. We will continue to monitor this.

The grant application to TECT for help with solar panels has been sent off, and we should hear something by the end of the month. We have also applied for some IT funding.

There have been some small pledge changes made by parents due to COVID-19, but nothing major. There are always changes every year but the reductions we might have predicted have not yet occurred.

There is no need to change or adjust budgets at this point, as we have plenty of funds. We are where we should be at this time of the year.

Marlis went to the Business Manager Conference in Wellington a few weeks ago and reports that nearly all schools are coming in under budget this year.

Teachers salaries is an area of overspend to date which the Board should be aware of. We will make adjustments in the next pay periods and transfer some of this current deficit from Teachers Salaries to the Board's Bulk grant. The aim is always to get to a zero balance by the end of the school year.

School is showing \$251,410 working capital
Finance Report tabled and accepted

Principals Report: From Mary ERO

Looks like we will be one of the schools that gets selected. Mary will try and get into the reference group so we have plenty of information to help us and we know what's coming. New audit process is set to come on line in 2021

Parent evenings

Due to COVID-19 restrictions, teachers have sent out videos for their parent evenings this term. There has been no feedback on this. Teachers are getting a lot of emails from parents at the moment. Some parents are seeking a lot of contact and some of this does not seem productive or necessary. Coming up to the end of term 3 the teachers exhausted. We are doing everything to support them, including trying to manage some of the parent communication for them.

H&S Report: Michael

EOTC – Trip Procedure tabled

The new procedure is going to be a major undertaking - in draft currently and being worked on by Robyn & Michael. We need to apply good practice and apply risk assessments to everything we do. Follow the rule "if it's not safe don't do it". We need clear communication and appropriate resources. The BOT has to approve this ultimately.

Eddie Wall has agreed to take on the role as H&S advisor. The new system will be used at the next camp, and this will mean more paper work for us to fill in. Michael will be explain this to the Class 6 parents tonight. The quality of camps that the school provide is very high comparatively, something that parents are not always aware of.

BOT Roles/Responsibilities/Governance Special Character Report review

Special Character Training for the Board happened Via Consultant/ Trainer Carol Scholes when the Board first formed.

When a new BOT committee is appointed, we need to discuss and prioritize Special Character.

Yes – The school has a Special Character definition available on the website and referred to in Enrolment and other policies.

Special Character quality is managed via all staff positions being tagged.

Sarah was asked to speak on some concerns about Maori language in the school

Lisa has dealt with parent feedback regarding the proper pronunciation of Te reo. Mary acknowledged that with several new teachers employed from other countries, this is likely to be an ongoing issue although it is noted that all teachers continue to receive weekly Te Reo professional development through the year and that this feeds directly into the classroom and should improve the situation over time. Every school in the country wants a Te Reo teacher, but they are in short order currently and the Waldorf requirement adds an extra level of difficulty.

A parent mentioned recently that they would like a Kapa Haka group in school, having missed that the school already has one which performed at the Fair last year and various festivals too. We need to find more opportunities to explain what we do in this areas as a school. Te reo puawai ensures that Kaupapa Maori perspectives, are naturally and deeply integrated throughout the school but because it is not treated as a separate subject, but a learning journey, it is not necessarily so visible, although a lot goes on behind the scenes. Taryn is our Te Reo lead teacher and Kaiako Maori and is passionate about this learning journey for herself and others.

Feedback on the Travel Survey

Question 1 - Describe the main ways your child/ren get to school

All modes of transport used, but main one is by car

Question 2 - Car pooling Barriers

Logistics

Car size

After school stuff

Question 3, 4 & 5 – Barriers and safety concerns for child/ren walking, skating or biking to school

Distance

Carrying large musical instruments

Safety concerns

Age of child

Some families travel together

Parents getting to work

Weather

Wellbeing of child

Possible abduction

Dogs

Lack of footpaths

Speed of cars

Lack of safe crossings

Question 6 - What Improvements can you suggest that would encourage you to send your child/ren to school using alternative modes of transport other than a car

Better and more crossings

Up-graded footpaths

Off road bike track

Install speed bumps on the road

Questions 11 to 15 - Drop off and pick up – Feed back

Ease of drop off - positive feed back

It takes less time

Sadness as not meeting up with other parents - need to seek solutions for this

Two thirds of the people who have completed the survey to date have no problems
How can we resolve the loss of community? We need to take a further look at this.
Only a small amount of people are upset. Mainly a positive response.

Text alert to be sent out as there is another few days to go for survey – 126 replies so far out of the 297 emails that went out.

Wednesday window meeting next week will discuss this further. A worthwhile exercise.

WST Update:

Louise had last term off. Herbert Walpert came and spoke to a group of staff, helping them work through roles and responsibilities, which was very helpful. The Trust has agreed to a reduced contract with less hours due to family reasons. Louise has clarified ab new role and job description which focuses on co-ordination and leadership of the Friday market, festivals fair & farm. As part of her new role she is supporting Roanna and class 6 students with the preparation of the Medieval feast for example. The farm role is designed to both develop and sustain quality in the outdoor learning stream and is one of the ways the Proprietors supports out Special Character.

Trust Property and Finance roles are still to be to be sorted out.

The completion of the two cabins has been a great benefit to the school and is working well so far. A contractor has been to have a look at the Amphitheatre area, so we will be getting information on plans and cost in the near future. Also, draft plans of the parking area are due soon. More site development is on its way.

Fair

The date for the fair is 8th Nov. A discussion has been put forward to maybe postpone it until the end of March 2021, due to the current social distancing and COVID-19. Class 2 meeting will discuss this further next week. Class 3 to organise the Fair if we go ahead with change of date. Enthusiasm is great.

Other information

Next Meeting - 5.30pm 27/10/2020

Meeting finished at 7.05pm

*ZM
27.10.2020*