Rudolf Steiner School South Devon School Council
Minutes of the Meeting - Monday 8th February, 2016

Present: Mark Drewell (Chair), Christopher Cooper (CC), Juliet Crittenden (JC), Edwina Ratcliffe (ER), Marcus Link (ML) by invitation, Andy Smith by invitation part-time.
Apologies: Jonathan Liddle

1 Open with verse

2 Council welcomed Andy Smith, Class 5 teacher. He described his previous experience in Steiner education over 25 years, including spells at Collinbridge (Class Teacher), Wynstones (Upper School, Biology and Geography) and Ringwood (U/S teacher and involved in extension of Upper School). Settling in well to the ethos of the school, enjoys the open and supportive teaching circle. Initially, Class 5 missed their previous teacher (Simon Berkeley) but they have settled well since Christmas. Anne Ackland is his sponsor.

3 Declarations of any conflict of interest in the matters to be discussed
None
Declarations of any benefits to any trustees arising from any of the matters to be discussed
None

4 Meeting minutes
Minutes of meeting on 11th January. 2016, were agreed and signed.

5 Matters Arising
Potential Tribunal: We have followed the Solicitor's Advice and made an offer to which we await a response.

6 Management and Financial Update provided by ML
a) The Collegial atmosphere has improved since the Autumn term. There is a good spirit and ML is enjoying the work.
b) Tara Davis is recovering from her illness and should return after half-term. Effective cover is in place during her absence. Our financial systems although improved, have scope for further development, an example being the cost and complexity created by so many individualised historical agreements and variable paying habits amongst parents.
c) ML outlined fee income projections for 2016/17, with four scenarios. He also advised Council that income from 40 parent/toddlers are currently not included in our system and therefore not in these projections. ML also gave suggestions (to be discussed in the future) for extra income: e.g. Breakfast, After School and Summer Clubs.
d) The Council approved a three per cent (3%) increase in fees for the next school year. The Chair undertook to check with JL that he agreed with this decision. (Post meeting this was done, he agreed).
Council also agreed that the minimum cash payment per term for all NEW entrants will be £850. Notwithstanding this, the focus for new students is that all parents pay full contributions unless they are unable to do so in which case they can be considered for the limited pool of bursary funds available. In other words the minimum cash payment of £850 is only in extremis within the bursary framework.
e) Council raised their concern regarding lower numbers of children enrolled compared with historical figures. ML and Kaycee Fordham are implementing a range of marketing initiatives to address this.
f) Bursary levels for the current term have been maintained at 26%.
The latest income figures for the current term are in line with our projections from before Christmas.

The Council reviewed the issues raised in the Schools Inspection Service report from 2015:

1) The provision of changing accommodation and showers will be addressed as part of the Strategic Plan process currently under way.

ii) Extending pupils' knowledge of British Values (which we have renamed Human Values) is being addressed by SMT member Anja Toddington who is writing a policy covering this. Anja is also assembling and reviewing all other policies. ER will arrange for Council to receive all policies for review and endorsement once Anja’s work is complete.

i) Lucinda Ellacott has resigned with immediate effect for another job. Council endorsed the decision by the SMT to move to an outsourced professional Personnel service, which could provide sophisticated systems and expertise along similar lines to the new approach with health and safety.

j) Strategic Planning Workshop. A workshop for all staff will take place on Friday 12th February 08.45 to 15.00. All Council members will attend. The process for the meeting was reviewed.

### Trustees

a) Training: JC presented her findings from her research into the various options and decision was made to invite Kevin Avison, to provide a tailored seminar style training. A choice of dates will be offered to him by JC. Other key governance actors (subject to confirmation by Kevin that this can work) will also be invited, e.g SMT, Department Chairs and PTA Chair.

b) MD and ER had a meeting regarding Association Membership and new Trustees, there was no time in this meeting to discuss this, so a report will be emailed for comment.

### Any Other Business

It was agreed that the accounts for last year will be reviewed at the next meeting to which the auditors are invited.

### Dates of future meetings

All at 18.30, unless otherwise notified:

- Monday March 7
- Monday April 11
- Monday May 9
- **AGM** Wednesday May 18th at 19.30
- Monday June 6
- Monday September 12
- Monday October 10
- Monday November 7
- Monday December 5