

Minutes of Board meeting – Raphael House Rudolf Steiner School

Monday 20 February 2023

Upper School staff room

Attendance

Christine Nicholls (proprietors' representative), Karyn Gray (Principal), Karen Thrumble (parent representative), Andrea Wakelin (parent representative), Kyle Gibson (Chair), Frankie Rae (student representative), Janet Molloy (proprietors' representative).

Apology: Tim Angus (staff representative)

Agenda

Karakia/Verse & Welcome

Election of Chair

Members agreed to wait until the Board elections were complete in March before electing a Chair at the 27 March meeting of the Board.

Principal's Report

The report was taken as read. Points discussed were as follows:

- NCEA results have been Impressive.
- Teacher moderation results are improving each year.
- Pledges remain similar to previous years.
- Donations are slightly less than the amounts pledged.
- An administration staff member has now been employed. This will help reduce the Principal's current workload.
- The financial reports show a budget surplus.

Action: Karyn Gray will provide the pledging percentages at the Board meeting on 27 March.

Board of Trustees Delegation to Principal

The Principal's delegations are required to be read and approved annually at the first Board meeting of each year.

Members agreed no changes are required.

Moved by C Nicholls. Seconded by J Molloy.

Strategic Planning and Review

The Strategic Plan 2023 Action Plans Progress Report template has been set up and will be updated each month. The report should make it easier to view over the course of a year where action is occurring and where more focus is needed. The strategic work will begin after the Board elections.

Hero is now on the school website and will be used more extensively throughout the school, including for the Bush Telegraph. The Bush Telegraph will continue to be sent via email to subscribers who are not school parents.

Action: Karen Thrumble will meet with Karyn Gray to discuss adult and community education.

Policy Review

Feedback received on policies under review in Term 1 will be assessed at the Board's meeting on 27 March.

Proprietor's Trust (the Trust) update

The Chair of the Trust Christine Nicholls provided an update:

- Two new members have joined the Trust: Louise Baldock and Sarah Sun. Both have financial backgrounds and will be using forecasting and modelling to assist the school's financial planning.
- Rob Causer has taken up the land and buildings portfolio and will be Brett's main contact.
- Kindergarten governance has been transferred from the Proprietors Trust to the Wellington Rudolf Steiner Kindergarten Trust.
- Parent requests for financial assistance are due by the end of February.
- The Trust will send a letter to Waikura to explain changes to the school's kindergarten governance arrangements.

Student Update

Frankie Rae provided an update as follows:

- The new timetable has been an adjustment for many students, with more classes now taking place in blocks.
- A Rainbow Club and a Feminist Club have begun in the upper school.
- A Student Leadership Team will be set up from Thursday 23 February but is dependent on finding volunteers from each class. The team will be a voice advocating for students, such as requesting that sports equipment is more accessible for students at lunchtimes.

PTFA Update

Karen Thrumble provided an update as follows:

The PTFA had unspent money from the 2022 Toy Food and Craft Festival and would like suggestions on the best way to use it.

Action: Karyn Gray will talk to staff about applying for PTFA funds for school projects.

Sports Funding

Members discussed the ethics of applying for funding from Pub Charity Ltd. versus using funds generated within the school, such as PTFA funds or funds from the Proprietor's Trust. Members expressed concern about applying for money that was generated from gambling.

Action: Karyn Gray will ask Irene Cheung and Mario Guide for an estimate of the funds needed to support school sports teams. She will report back to the Board's meeting on 27 March.

Gender Discussion

Members discussed ways to improve the school's approach to gender diversity. They noted there was a growing number of gender diverse students who did not necessarily identify as male or female. Discussion included consideration of a specific policy on gender diversity, ways to address gender diverse students and the appropriateness of the usual method of analysing school data by gender.

Ministry of Education guidelines on the appropriate age for sex education in schools were also discussed. The school will adhere to Ministry guidelines but will also be having wider conversations with the Ministry of Education and SEANZ.

Action: Karyn Gray will discuss gender and sex education with the Fellowship of Rudolf Steiner Principals at the next meeting in March. She will report back to the Board on the school's responsibilities for providing sex education and for accommodating gender diverse students.

November Minutes

The minutes of the Board meeting on 28 November 2022 were approved as a true and correct record.

Moved by K Gibson. Seconded by C Nicholls.

Communication Points

The school's budget is now showing a surplus. Members agreed a report on the positive state of the school's financial accounts should be communicated to the school community along with thanks to those paying donations. Other points to communicate were the school's NZCSE student achievements for 2022, and its favourable alignment and comparison with other Steiner schools.

Karyn Gray was congratulated and thanked for her leadership that had led to a significant improvement in the school's financial position.

Action: Christine Nicholls will write a report and get it to Kyle Gibson by 21 February.

In Committee Business

The Board agreed to move into Committee.

Moved by K Gibson. Seconded by K Gray

The Board came out of Committee.

The meeting closed at 8.00pm.

Closing & Karakia

These minutes were approved correct at the March 27 meeting

Presiding Member Kyle Gibson

A handwritten signature in blue ink, appearing to be 'Kyle Gibson', written over the printed name.