

# Minutes of Board meeting – Raphael House Rudolf Steiner School

**Monday 25 November 2024**

**6.36pm**

## Attendance

Kyle Gibson (Chair), Karyn Gray (Principal), Tim Angus (staff representative), Matthias Vest (parent representative), Janet Molloy (Proprietors' representative), Andrea Wakelin (parent representative), Christine Nicholls (Proprietors' representative) and Max Letifov (student representative, part meeting).

Karyn opened the meeting with a karakia.

## Apologies:

Karen Thrumble.

## Conflicts of Interest

There were no conflicts of interest.

## Principal's report

Karyn elaborated on the Principal's report. She added the following:

- The 2025 Annual Plan had been sent to staff for feedback. It was similar to the Plan for 2024 and substantial changes were not expected.
- The level of donations received so far was similar to that received by November 2023.
- In 2024 the school invested in fixed assets for classrooms. In 2025 the school will fund assets needed for drama and performances.
- The cost of school camps is rising but camp donations are likely to only cover 60% of the costs in 2025. Members discussed the following:
  - Cheaper options for camps
  - Class fundraising for some camps.
  - Consider the purpose of camps and what they are trying to achieve.
  - Continue to communicate the importance of camp donations.
  - Health and safety regulations need to be considered.

## **Actions:**

- Karyn will review school camps at the end of Term 1 2025 and will report back to the Board.
- The Board agreed to retain \$6,300 from the 2024 budget for the Principal's well being and leadership development in 2025.

*Moved by Christine. Seconded by Matthias.*

- The Board acknowledged and confirmed the auditors fees (as per the attachments to the agenda).  
*Moved by Kyle. Seconded by Christine.*
- The Board approved the Annual Plan and the 2025 budget to support the Annual Plan.  
*Moved by Karyn. Seconded by Janet.*

### **Trust update**

Christine provided an update as follows:

- The Trust is expecting an attendance dues deficit in 2025 due to a smaller school roll. It will need to manage financial hardship requests and will take a strong line on those behind in their payments, as well as those requesting more than one year of financial support.
- The new Trustee Thomas Heppleston-Tait has been working with Brett on building maintenance.
- There have been no resignations from the Trust. Current members will continue in their roles for 2025.

### **PTFA update**

Members discussed the school fair. Discussion points were as follows:

- The new structure of the school fair was successful with a great outcome.
- There was more student involvement this year, with leadership from Class 10.
- The fair is a lot of work at a busy time of year. It is stressful for parents and does not necessarily help unify people. However, classes who came together to make items reported that they felt more connected as a result.
- Karyn is considering inviting feedback from the school community on holding the fair in Term 1 instead.

### **Class representatives**

Karyn is considering ways to revitalise the school community. Members discussed the following ideas:

- Organise class socials, performances and similar events to foster connectedness.
- Ask class representatives about catch-up meetings each term.
- Include education sessions /workshops in some class meetings.

Some parents are gathering feedback from the community on ways to foster social connectedness.

**Action:** Karyn agreed to continue to report back to the Board on community building initiatives and will update the PTFA.

### **Student update**

Max provided an update as follows:

- Class 10 and 11 had recently been on on work experience.
- He had been asked to write something on his experience of being a Board member for the Bush Telegraph.

Max was thanked for his time as a Board member and members wished him well for his university studies in 2025.

### **October 2024 Minutes**

The Board minutes from the meeting on 22 October 2024 were agreed as a true and correct record.

*Moved by Karyn. Seconded by Matthias.*

### **Communication points for the Bush Telegraph**

- Thank the PTFA for a successful fair.
- Congratulate those who contributed bus designs and bus name suggestions.
- Thank the staff and community for their hard work during the year.
- Welcome Ivo, the 2025 student representative, to the Board.
- Advise that the school's Annual Plan and Budget were approved. Also that the school will continue to invest, build and maintain its assets and that 2025 investments will focus on performance assets.

### **Closing verse**

Karyn closed the meeting with a karakia.

**The meeting closed at 7.59 pm**