

Minutes of Board meeting – Raphael House Rudolf Steiner School

Monday 19 February 2024

Upper School staff room 6.30pm

Attendance

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

Karakia/Verse & Welcome

Karyn opened the meeting with a karakia.

Apologies:

There were no apologies.

Conflicts of Interest

There were no conflicts of interest.

Welcome

Max Letifov was welcomed to the Board as the new student representative for 2024.

Election of Chair for 2024

Karyn assumed the Chair. She called for nominations for the Board Chair.

Janet nominated Kyle. Christine seconded the nomination.

As there were no other nominations, Karyn put the motion.

Kyle was elected unopposed.

Kyle assumed the Chair.

Principal's report

Karyn elaborated on the report.

- A six month term deposit of \$100,000 has recently matured, providing a return of \$3,000. Members discussed whether to renew and increase the term deposit. Matthias suggested that the Board consider long term goals for its investments.
- A weekly bowl of fruit is now provided to both staff rooms as a token of the Board's appreciation for its teachers and their work.
- Student achievement data for 2023 is similar to previous years. The data will be provided to the Board in March 2024. All but one class 12 student achieved university entrance in 2023.

- The school has a number of overseas students, but finding enough homestay families is still a challenge. Student exchanges in classes 9 and 10 will need to be carefully staggered due to their size.

- Attestations

The Principal made the following statements to the Board:

- School planning and reporting
 - Learning support
 - Health education
 - Safety management system and worker engagement, participation and representation
 - Healthcare
- It is not possible to connect some of the buildings in the school to the emergency evacuation siren. Currently staff are assigned to check those buildings in the event of an emergency, and back-up staff are used when allocated staff are absent. An alarm system needs to be found for the buildings.

Actions:

- The term deposit of \$100,000 will be renewed for another six months. A further \$150,000 will be added to the fund, with the deposits staggered.
- Karyn will check with Brett on options for emergency evacuation alarms in the buildings with no sirens.

Delegations

It was agreed the 2024 Board Delegations to the Principal would remain unchanged from 2023 apart from additional delegations for Co-Acting Principals when the Principal is absent.

Moved by Christine Seconded by Andrea.

Trust Update

- The Trust has been working closely with Gita to avoid overdue attendance dues extending back to 2023. Gita's work has achieved good results. There are still families with outstanding fees that need to be paid by the end of Term 1.
- The school now has a paid librarian for the adult library. Katie Sumstine will open the library on Friday afternoons and promote it as a community hour, with a cup of tea and art work from the classes on display.
- Gita is organising a get-together for the Board of Trustees, the Wellington Rudolf Steiner School Kindergarten Trust and the Proprietors' Trust. Please RSVP to the invitation.
- The Trust is still looking for a Trustee with building and property expertise.
- The Trust is continuing to offer financial assistance to families that need it.

Student update

Max will talk to Mario Gulde, Pastoral Dean, about student leadership in classes, and ways to bring more activities and connections between the classes.

PTFA update

- The PTFA has purchased a 12 seater mini bus that will arrive in March 2024. It will be used by staff for school trips and camps. Parents will be unable to drive it. The PTFA would like to design and purchase a decorative wrap for it.

- The PTFA have designed a new model for the fair. Parents are being notified of the following:
 - Responsibility for the fair changes from classes to individuals – parents can choose how they would like to contribute.
 - Each family is asked to sign up for one task/activity.
 - A survey will be developed for parents to have their say on the aspects of the fair they would like to retain and how they would like to contribute towards it.
 - Some activities could still be held by classes with support from all school parents, such as the Cookie Garden.
 - If the parent response to the fair is reduced then the fair will be smaller.

- Karen requested that the survey be sent from the school to parents.

Action: Karyn agreed the survey could be included in the Bush Telegraph and posted on 'Hero.'

In Committee

The Board moved into Committee at 7.10 pm

The Board moved out of Committee at 7.25pm

Wellbeing Fund – Three Rs programme

Action: The meeting gave unanimous approval for Karyn to use the school's Wellbeing Fund to attend the Three Rs programme this year at a cost of \$5,000.

Moved by Kyle Gibson. Seconded by Matthias Vest.

27 November 2023 Minutes

Karyn confirmed the allergy risks and concerns detailed in the 27 November 2023 minutes would be addressed when the Policy is reviewed in Term 2 of 2024.

The minutes of the Board meeting held on 27 November 2023 were agreed as a true and correct record.

Moved by Karyn Seconded by Janet.

Other business

New government regulations on mobile phones in schools: Raphael House has an existing policy that largely complies with new government regulations for mobile phones in schools. In 2023 classes 11 and 12 were allowed to use their phones at lunchtimes but this will need to be withdrawn to comply with the new regulations.

Action: Karyn will review the school's policy and ensure it is enforced.

New government regulations on schools including one hour of reading, writing and arithmetic in their curriculum: Raphael House will be looking at how to ensure it can continue its curriculum in compliance with the government regulations, given that the school has an agreement to deliver the Steiner curriculum in its entirety.

The government has signalled funding cuts in the property and learning support sectors: Learning support funding cuts will impact the school eventually but currently the school does not meet the threshold for Ministry of Education support.

Communication points

- New student representative Max Letifov was welcomed to the Board
- The Board welcomes the community back to a new year
- Kyle Gibson was re-elected as Chair of the Board for the 2024 year
- Encourage participation in the PTFA fair survey.

Closing verse

Janet provided a closing verse.

The meeting closed at 8.39 pm

These minutes were approved at the March 25 Board meeting

**Kyle Gibson
Presiding Member**

