

Minutes of Board meeting – Raphael House Rudolf Steiner School

Monday 25 March 2024

Upper School staff room 6.30pm

Attendance

Christine Nicholls (Proprietors' representative), Karyn Gray (Principal), Tim Angus (staff representative), Matthias Vest (parent representative) and Andrea Wakelin (parent representative).

Andrea assumed the Chair.

Apologies:

Apologies were received from Karen Thrumble, Janet Molloy, Kyle Gibson and Max Letifov

Conflicts of Interest

There were no conflicts of interest.

Principal's report

Karyn elaborated on the report. Discussion points were as follows:

- Brett applied for funding to install solar panels through Hutt City Council's Low Carbon Acceleration Fund.
- Changes made to the school's contents insurance will provide more comprehensive cover for less money.
- The new enrolment procedures for kindergarten children will improve the process for moving children onto the school roll.
- Recent changes to financial investments will increase dividends and provide some financial leeway for unexpected costs.
- The March financial report will be impacted by the higher number of school camps taking place this year in March.
- The school camp review will include a review of their scheduling, to ensure enough teachers remain at school for other classes.
- Camp costs are rising. Parents need to be made aware of the costs involved, including the legal safe guards required for camps, so they understand the need for cost increases.
- Publicising upper school student academic achievements and the accomplishments of past students may provide reassurance to parents as they approach the upper school years.
- The new fence has provided a boundary for children who tend to wander.

Actions:

- Karyn will talk to Brett about pursuing other opportunities to increase energy efficiency once the current lighting upgrade is complete.
- Karyn will publish upper school student academic achievements in the Bush Telegraph, including a summary of qualification results from the past 5-10 years.

- Karyn will find out if there are privacy issues with accessing past students' email addresses in the Steiner Education Development Trust (SEDT) database. She will use the addresses to survey past students and gather alumni stories.

Board Policy Review

No feedback has been received from the school community to date.

Trust update

Christine provided an update as follows:

- A potential new member for the Trust with a building background has been found.
- A number of families have been contacting the school to request financial support. The Trust has retained some funds so it can support families experiencing unexpected costs during the year.
- The new community librarian has created a welcoming space for the community hour and library in the Heide Werth room. She has changed the opening times and is publicising it the community hour through the Bush Telegraph and the school's Facebook page. Brett is making a sign so that parents can see when it is open.

PTFA update

Karen provided a written update:

- The 12 seater van purchased by the PTFA has not yet arrived in the country.
- 150 people responded to the 'Fair Changes' survey with most responses positive. Those who haven't responded will be allocated to a group but cannot be forced to participate. Upper school students will be more deeply involved in some aspects of the Fair - this is expected to be a positive development.

Student update

There was no student update.

February 2024 Minutes

The minutes of the Board meeting held on 19 February 2024 were agreed as a true and correct record, subject to the correction of spelling errors.

Moved by Karyn Seconded by Andrea

Other business

Members agreed to a future discussion on an investment strategy to help find smarter ways to achieve the school's goals.

Action: An investment strategy discussion will be an agenda item at the first or second meeting of the Board in Term 2, 2024. It was suggested that Andy Bowley from the Kindergarten Trust be invited to the meeting due to his knowledge and expertise in this area.

Communication points for the Bush Telegraph

- NZCSE results
- Update on the Parent Library
- LENZ event at Raphael House
- The wider educational groups Karyn is involved with.

Closing verse

Karyn provided a closing karakia.

The meeting closed at 7.21 pm

These minutes were approved at the May 20 Board meeting

**Kyle Gibson
Presiding Member**



