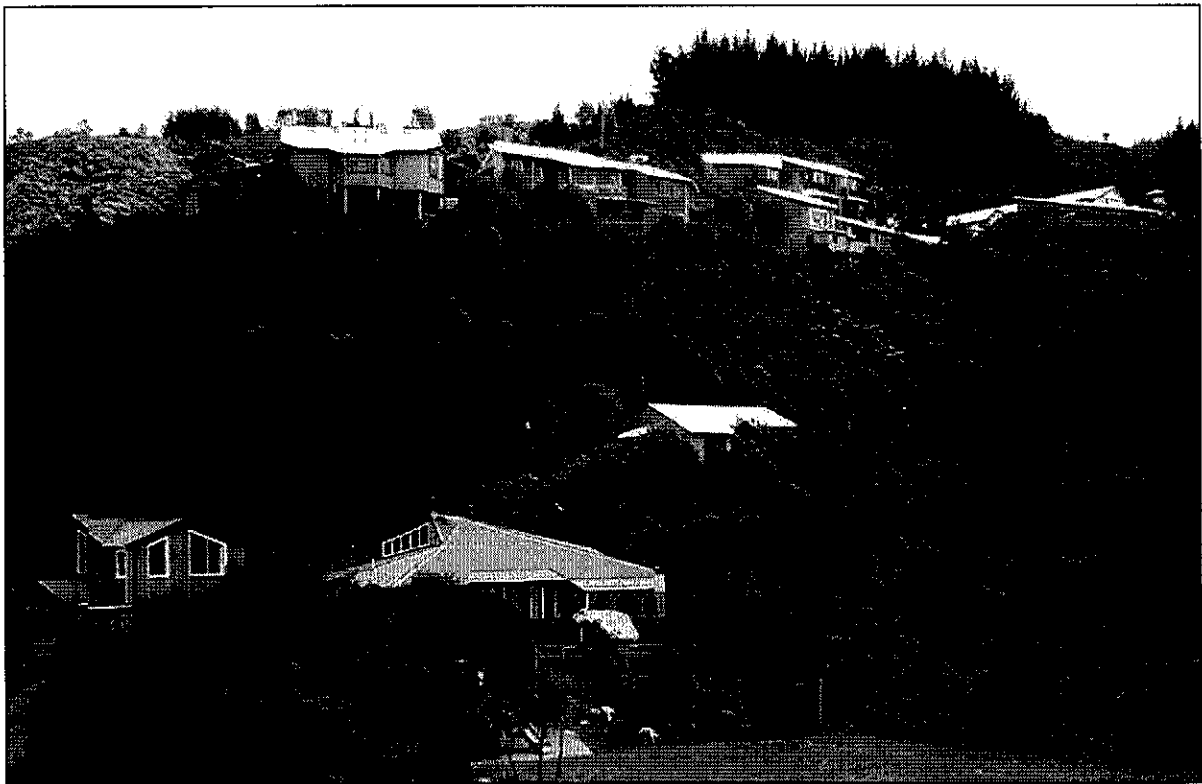


RAPHAEL HOUSE RUDOLF STEINER SCHOOL



BOARD OF TRUSTEES ANNUAL REPORT & FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2006

CONTENTS

Mission Statement

Organisation and Management

Board of Trustees

Raphael Steiner School Trust (Wellington) ("The Proprietors")

Proprietor's Executive Group

College of Teachers

Teaching Staff

Support Staff

School Co-ordinator/Principal's Report

Analysis of Variance

Statement of Responsibility

Statement of Accounting Policies

Statement of Financial Position

Statement of Movements in Public Equity

Statement of Financial Performance

Notes to the Financial Statements

Statement of Commitments

Statement of Contingent Liabilities

Statement of Resources

Directory

Auditor's Report

RAPHAEL HOUSE MISSION STATEMENT

To help each and every student progress towards becoming a free, responsible and caring individual able to impart purpose and direction in his or her own life and as a citizen able to contribute in manifold as well as unique ways to human society.

“In thinking, clarity;
In feeling, warmth of heart;
In willing, thoughtfulness.”

Rudolf Steiner (1861-1925)

ORGANISATION AND MANAGEMENT

RAPHAEL STEINER SCHOOL TRUST (WELLINGTON)

(“THE PROPRIETORS”)

Peter Butchers
Paul Denford
Janet Thomson
Tana Lyons

COLLEGE OF TEACHERS

Karen Brice- Geard – School Co-ordinator/Principal
David Stephenson – Upper School Co-ordinator
Julia Sherriff
Ray Shore
Deirdre Reid
Norbert Mulholland
Tana Lyons
Adam Ricketts

PROPRIETOR’S EXECUTIVE GROUP

Alan Chapman - Chairperson
Paul Denford - Rudolf Steiner School Trust Representative
Karen Brice-Geard - College of Teachers Representative
Mike McCombie
Chris Penman
Steve Brown
Doris Zuur
Helena Tobin
John Rutten

BOARD OF TRUSTEES

Catherine Ross - Parent Representative - Chairperson
Toni Weir - Parent Representative
Anne Schofield - Parent Representative
Bruce Mitchell - Parent Representative
Deirdre Reid - Staff Representative
Karen Brice-Geard - School Co-ordinator/Principal
Alan Chapman - PEG Representative
Chris Penman - PEG Representative
Loren Gibbs - Student Representative
Wendy Daals - Secretary

TEACHING STAFF

NAME	POSITION
Alan Chapman	Bone carving
Adam Ricketts	Class 1
Annemarie Butler	Clay modelling
Annette Terlau	German cl 7-11, International Students
Claudia Schwalm	German
David Stephenson	Upper School Co-ordinator
Deirdre Reid	Class 7 (terms 2-4)
Fiona Smythe.	Class 12, S,Japanese US
Gail Claridge	Learning Support I.s.
Grant Rossiter	Upper School Maths/Science
Heinz Sobiecki	Photography
Isabelle Lefrancq	Class 4
James Harris	Woodwork Class 11, S
Janet Thomson	Curative eurythmy
Jeremy Board	Class 1 (term 1)
Jen Lyons	Class 3
JoAnna Eikenbroek	Craft cl 7-12, International Students
Julia Sherriff	Kindergartner
Julian Thomson	Class 10, S
Karen Brice-Geard	Eurythmy, School Co-ordinator/Principal
Ken Issac	Class 12, S, English/Horticulture
Leone Pitt	Kindergartener
Lindy Peters	Learning Support Extra Lesson
Lut Hermans	Artistic Therapy
Lyn Vigrass	Folk Dancing L/S,
Margaret Sweaney	Kindergartner
Norbert Mulholland	Raphael Class

TEACHING STAFF (Cont'd)

Pairoj Prommer	Class 2
Pamela Prior	Learning Support L.S and U.S.
Pat Sviatko	Orchestra – Private Violin lessons
Pauline Mann	Class 11, S , Art
Peter Butchers	Class 8, S
Philip Mirkin	Class 9, S, Maths/Science/Tech
Rae Clarke	Gardening CI 3 and 4
Ray Shore	Upper School specialist and Religion I.s.
Robin Hinkley	Class 5
Robyn Williamson	Maths Upper School
Rodney Evans	Class 6
Ruth Kunz	Raphael Class
Sanne van der Meer	Class 9, S Games/Sports
Samantha Fawcett	Woodwork Term 3 and 4
Shirley-Anne Thornbury	Part-time English C11 U/School
Sue Robinson	Class 10, S Music/Singing
Stefan Fricke	Physics/Chemistry/Maths
Tana Lyons	Handwork 1-6,
Trudi Orme	Class 7 (Term 1)
Verena Smkatz-Kloss	German Upper School

SUPPORT STAFF

NAME

POSITION

Amanda Swanepoel	Upper School secretary
Colin Hawthorn	Maintenance
Caroline Sprenkeling	Library
Jill Sobiecki	Library/Careers Advisor
Jo Collins	Kindergartner Assistant/Teacher Aide
Kari Gray	Kindergartner Assistant/Teacher Aide
Kay Braid	Fundraising Co-ordinator, office
Laura Bishop	Teacher Aide Raphael Class
Maria Christensen	Teacher Aide Raphael Class
Robyn Futter	Kindergarten Assistant/Teacher Aide
Rhona Van Beynen	Receptionist/Admin Assistant
Suzanne Stewart	Teacher Aide CI 2
Tom Pickett	Teacher Aide Raphael Class
Tracey Hawthorn	Finance Officer
Wendy Daals	Secretary CoT and School Co-ordinator/Principal
Lyn Vigrass	Library

ANNUAL REPORT
FROM THE SCHOOL CO-ORDINATOR/PRINCIPAL
FOR THE YEAR ENDING 31 DECEMBER 2006

Introduction

Once again, the 2006 school year has been a extremely rewarding one.

The College and Trust have continued the Organisational Development work with the assistance of Lauren Hudson. Greater clarity and skills have been gained in both management and governance areas of the school, which enables us to be more effective in our operations.

A Development Support Group (DSG) was established with representatives from Board of Trustees, Trust, Proprietors' and College to carry out the ongoing Organisational Development work and needs of the school.

Roll

Our school roll at 31 March 2006 was:

Ministry Roll – 326
Foreign Fee Paying Students 7
Exchange Students 0
Early Childhood Roll 14

Curriculum

In 2006 Karen Gault (ex Teacher) began work for us on the Lower School Mathematics Scheme which has utilized the draft New Zealand Mathematics Curriculum Framework as well as the Waldorf Curriculum.

The Upper School Maths Scheme has also been developed by a core group of Senior Staff Robyn Williamson, Philip Mirkin and Grant Rossiter.

The Physical Education Games and Sports Curriculum has also continued to be developed by Sanne van der Meer.

Outdoor Education

Class Camps are held each year from Classes 3 to 12.

Class 3	-	Akatarawa
Class 4	-	El Rancho
Class 5	-	Kaitoke Regional Park
Class 6	-	Ruakokopatuna
Class 7	-	Totara Flats
Class 8	-	Cycling and Abseiling
Class 9	-	Tongariro Crossing
Class 10	-	Wanganui River Trip
Class 11	-	Able Tasman
Class 12	-	Lake Waikaremoana

Adult Education 2006

On 27th and 28th October the Adult Education group ran an extremely successful Adult Education Course. Many people attended and participated in the numerous workshops and talks available.

There was much positive feedback on the quality of the day/s and the wish to have further Adult Education possibilities in the future.

Course and workshops included:-

3 Winter Lectures on Waldorf Education

Lecture

On "Boundary Setting and questions of authority with children".

Bio-dynamics

Biography Course

Advanced Temperant Workshops

Fabric Painting

Israeli Dance

Interplay

Art Form Studies

Advanced Eurythmy

Drawing and Painting

Sculpture

Student Achievement

Student's progress and achievement levels are closely monitored through formative and summative assessments. The Main Lesson Blocks and Practice Lesson have desired outcomes of experience and achievement for the students, and teachers keep records of both individual and whole-class progress, as appropriate.

Termly parent-teacher meetings are opportunities for reflection on whole-class progress and mid-year individual meetings in the lower school and Class 8 allow for discussion of individual student progress and achievement.

Progress and Achievement Tests (P.A.T.s) were carried out in classes 4, 5, 6, 7,8 and 9. The results have been analysed and discussed with the class teachers, so that the teachers can adapt their lesson programme to achieve the best possible learning outcome for their students. The extensive 9 - year old assessments were carried out in class 3 early in term 1. The outcome has been analysed together with the teacher, and a report given to each parent.

The Upper School has continued to improve its recording and reporting system. Class sponsors now organize parent-teacher meetings each term for all year/levels and reports are sent to parents for the end of each term early the following term. Individual meetings are held when needed. Records of Credits gained for classes 10, 11, and 12 are available for students, and the teachers track progress of all individual students in their class and report this to parents termly, or half yearly in the case of year long courses.

To obtain the Steiner Certificate in classes 10, 11 and 12 (Level 1, 2 and 3) students must complete all courses of study offered for a particular level, and gain at least 90% of the available credits for the year. Reports for individual courses indicate how well the student has achieved: Achieved, Achieved with Merit, or Achieved with Excellence.

Steiner Certificate Results for 2006

Class	Level	Total No of Students	No of Students Gained	%	No of Students Gained with Distinction	%	* Not Gained	Total Gained	%
10	1	18	10	56%	4	22%	4	14	78%
11	2	25	12	48%	8	32%	5	20	80%
12	3	11	4	36%	5	45%	2	9	81%
TOTALS		54	26		17		11	43	

*Not Gained excludes students who participated in the Foreign Exchange Programme (absent for ½ year) or those who left the school before the end of the year.

Comparison of Results with Previous Years		
Year	Percentage of Students gaining Certificate	Percentage of Students gaining Certificate with Distinction
2004	86%	20%
2005	84%	43%
2006	80%	31%

Australian Mathematics Competition

13 Students from the Upper School entered into the Australian Mathematics Competition in late July 2006.

Congratulations to all 13 students who participated. The following students achieved noteworthy results:-

Marian Khmaladze	Class 7	High Distinction 99 th percentile
Sam Siljee	Class 8	Distinction 90 th percentile
Robert Patchett	Class 9	Credit 81 st percentile
Arlene von Aesch	Class 9	Credit 76 th percentile
Freya Wall		Credit 76 th percentile
Lucia Sobiecki		Credit 57 th percentile

(to receive a credit you needed to be in the top 50% of entrants from your age group.)

CLASS 12 PROJECTS - 2006

Class Twelve Projects are a process where the senior students of Raphael House take part in a year long study of something which they are passionate about. The project can be research or practically based and is a challenging experience in which they learn a lot about themselves and the way they work in life.



Dana: The First Light of Day.

I travelled to Thailand where I worked in an orphanage and experienced a whole new culture. This experience changed my life completely.

Hamish: Creative Expression.

I composed and recorded five songs onto a CD; the cover of which I designed. I also performed live on stage.

Dave: Mates on Skates.

I used skateboards as a canvas to paint portraits of my friends, where each panel made up an entire painting.

Birgie: Mask or Revelation.

I used make-up to express the qualities in the seasons, and created four portraits using the face as my canvas and the make-up as my paint.

Sam: Exploring Music; Song Writing and Performance.

I wrote and recorded two songs, and participated in the 2006 Hutt Rockquest with the band Paxly Simszalka.

Sheldon: Building my way into Life.

I built three pieces of outdoor furniture using a variety of power and hand tools, and learnt a variety of life skills along the way.

Rosie: Exploring ways of Being.

I co-directed the Class Six play which involved script editing, choreographing movement, set design, costumes and performing.

Axel: Hockey Time.

I started a Class Five Hockey team, and coached them throughout a successful season.

Kade: Amp'd and Positive.

I customised the interior of my car, including installing a stereo system, vinyling the doors and building a custom enclosure for the boot.

Laura: Facing Obstacles.

I trained a Kaimanawa pony to behave on the road in traffic, using Natural Horsemanship techniques.

Adam: Rupture Graphics.

I air-brushed a final canvas and found a new hobby and career on the way.

Annika: Kiwi Box.

I explored my love of woodwork and created a box expressing New Zealand and what it means to me.

Other Student Achievements

Upper School Hockey



After being put up a grade for the fourth consecutive year we headed into the new season with the strongest team we have ever had. We performed well all season and ended top of the grade, but then we self destructed in the semi-final losing 1-0 against a team we had beaten all season. We also went to the fourth ranked school boys hockey tournament, and placed 12th out of 16 teams.

A huge thank you to Ken for all his support and coaching excellence over the last five years. Sam Skogstad, Axel Winter-Beard, Dave Skogstad, Sheldon Weller-Chew, Hamish Macdonald, Kade Earl, Adam Scott, Paascalino Schaller, Lenny McGirr, Loren Gibbs, Donovan Neill, Abe Winter-Beard, Tom Blomfield, Rowan McAlpine, Sam McAlpine.

Coach: Ken Isaac

Manager: Sanne van der Meer

Upper School Cricket



Team: Sheldon Weller-Chew, Dave Skogstad, Sam Skogstad, Axel Winter-Beard, Kade Earl, Loren Gibbs, Donovan Neill, Alex Ross, Jesse Chalmers, Seb Fahey, Sam Henderson, Josef Milne-Lewer, Karl Lavo.

Coach: Rodney Evans

Upper School Soccer

Team: Adam Ben-Dror, Karl Lavo, Paascalino Schaller, Ed Ponder, Tony Ricketts, Chuan Sweaney-Jan, Sam Henderson, Josef Milne-Lewer, Jack Wootton, David Schneider.

Senior Boys Basketball

Team: Karl Lavo, Adam Ben-Dror, Sam Henderson, Alex Ross, Ed Ponder, Cambell Rowse, Paascalino Schaller, Jesse Chalmers, David Schneider, Josh Walcott-Mason, Marcel Schwartz, Ben Lewis.

Coach: Kris Sobiecki

Raphael House Panthers

Team: Kit Humphries, Noam Bar-Shalom, John-Paul Denford, Lyle Bishop, Alex Pannekoek, Jacob Rowan, Tim Koelman, Ilan Greenwood, Sam Lewis.

Coach: Eli Bar-Shalom

Junior Boys Basketball

Team: Jake Smythe, Tiaki Hill, Rueben Winstone, Chris Pitt, Jacob Ben-Dror, Callum McGuffie, Keisuke Tada, James Pullan.

Coach: Eli Bar-Shalom

Raphael House Hotshotz



Team: Wolf Chun, Connor McAlpine, Guy Wall, Jared Marsh-Cotton, Jake Llewellyn, Paul van der Splinter, Edmund Pollock, Taran Ocean, Alastair Babbage, Lucien Coyle, Thomas Futter, Fraser Angus.

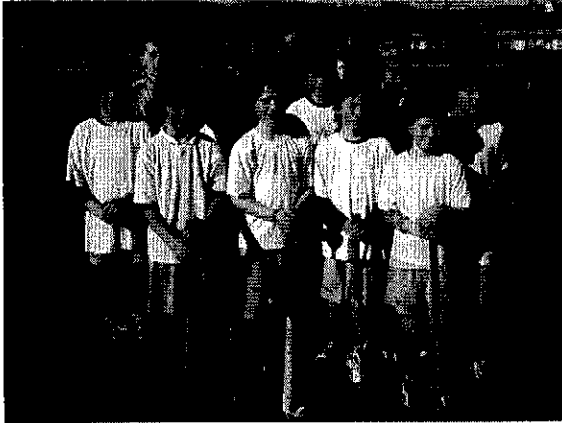
Coach: Simon Wall.

Raphael House Saints

Team: Kieran McSweeney, Brody Lloyd- Sanders, Joshua McCauley, Lucy Lloyd-Bain, Olivia Clarke-Edwards, Denzel Winter-Beard, Jonas Froetschl, Paulina Mundt, Selina Reichert, Joshua Vogt, Bianca Patchett, Edgar Tessier.

Coach: Udo Froetschl.

Class 5 Hockey Team



Team: Adam Deery, Karl England, Aaron Juchnowicz, Joshua McCauley, Darius Siljee, Edgar Tessier, Joshua Vogt,
Hayden Wade-French, Denzel Winter-Beard, Brody Lloyd-Sanders, John Eastgate, Dolev Greenwood.
Coach: Axel Winter-Beard
Manager: Glen McCauley

Upper School Girls Hockey

Team: Laura Rutten, Birgie Lloyd- Magnusson, Melanie Gunn, Lydia Littlejohns, Lillian Angus, Jessica Pitt, Madeleine Gannon, Chelsea Koelman, Emma Scott, Judith Feitl, Emma Brooky, Briana Forman, Angela Rutten, Kate Moffit, Anna Voisey, Alys Beresford, Megan Gladding, Maisie Hurst, Ella Hope-Higginson.
Coach: Sanne van der Meer.
Assistant Coach: Sam Skogstad

Upper School Netball Teams



Team: Arianna Ponder, Dali Lu, Kate Moffit, Angela Rutten, Hannah Stephenson, Luciana Howell-Kress, Lucia Sobiecki, Emma Brooky, Belinda Lavo, Arlene von Aesch.

Coach: Kris Sobiecki

Referee: Raewyn Moffit



Team: Megan Gladding, Melita Benfell, Freya Wall, Jessica Pitt, Femke Burger, Birgie Lloyd-Magnusson, Hannah Wade-French, Chelsea Koelman, Lilian Angus, Elli Yates, Tania Zuur, Lydia Littlejohns.

Coach: Kris Sobiecki

Referee: Tracey Hawthorn



Lower School Netball

Class 7



Team: Sophie Rowse, Freya Wade-French, Grace Tessier, Georgia Clarke-Edwards, Miriam Randall, Izzy Baarspul, Mariam Khmaladze, Billie Lloyd-Bain, Tamsin Fitzgerald, Sarah Rutten.

Coach: Ann Wade-French

Referee: Alicia Street

Class 6

Team: Holly Pullan, Siân Russell-
Henderson, Danielle Ryan, Alice
Herdman, Amber Sweaney-Jan,
Samantha Bielak, Jared Marsh-Cotton, Erik Christensen.
Coach: Juniper Russell
Referee: Toni Weir

TOUCH

Class Five

Team: Aaron Juchnowicz, Selina Reichert, Adelle Bielak, Aimee-Cherie Pibal-Richardson, Edgar
Tessier, Denzel Winter-Beard, Dolev Greenwood, Acacia O'Connor, Lucy Lloyd-Bain, Kieran
McSweeney, Olivia Clarke-Edwards, Brody Lloyd-Sanders, Paulina Mundt.
Assisted by Ian Greenwood and Heidi Greenwood

Class Four

Team: George Chapman-Reynolds, William Henderson, Izaak Milne-Lewer, Natasha Lewis, Marcus
Sharpe, Sophie Liew, Georgia-Scarlette Gurrey, Jack Futter, Emily Gannon, Ethan Baker.
Assisted by Stuart Henderson and Helen Lewis

Class Seven

Team: Sophie-May Rowse, Georgia Clarke-Edwards, Samuel Lewis, Tamsin Fitzgerald, Grace Tessier,
John-Paul Denford, Timothy Koelman, Isobella Baarspul, Lyle Bishop, Ian Greenwood, Noam Bar-
Shalom
Assisted by Karl Lavo, Ian Greenwood, Helen Lewis and Sam Henderson

Class Six

Team: Lucien Coyle, Jared Marsh-Cotton, Alastair Babbage, Jake Llewellyn, George Henderson, Paul
van der Splinter, Fraser Angus, Thomas Futter, Guy Wall, Taran Ocean.
Assisted by Stu Henderson, Darien Mahony, Phil Dransfield and Jo Llewellyn

Student Achievements

Noam Bar-Shalom, Class 7

Gained bronze medal in singles Under 13 yrs Table Tennis championships and silver medal in the doubles Table Tennis championships in Palmerston North.

Selected as a Wellington Rep to go to National Table Tennis championships to be held in Auckland September/October 2006.

Will represent Wellington in the Maccabi Table Tennis Tournament in Melbourne.

Olivia Clarke-Edwards, Class 5

Selected as a reserve in the Girls Under 13 Hutt Valley Representative Basketball Team.

Jonas Froetschl, Class 5

Selected as a reserve in the Boys Under 13 Hutt Valley Representative Basketball Team.

George Henderson, Class 6

Won junior section of Mt Lowry Challenge – 12.5 Ks.

Jack Kemp, Class 6

Selected for the Under 13 Hutt Valley Soccer Representatives – tournament in October.

Donovan Neill, Class 11

Did first solo flight with the Walsh Memorial Flying School in a Cessna 152.

Placed 4th overall in Etchells Fleet Championship (yachting) and won the cup for the top youth team. This means he will go to Perth for the Etchells World Open Championships in November.

Laura Rutten, Class 12

Selected to compete in Wellington Wairarapa Equestrian Games team and placed 2nd.
Competed in Zone 3 final in Hawkes Bay.

Snowboard Team

Paascalino Schaller, Lilian Angus, Sam Chapman-Malloy and Alex Ross represented the school at the North Island Secondary Schools Snowboarding Competition. Girls Placed 19/29 and the boys 34/51.

Jo Carpenter, Class 11

Gained the Katherine Mansfield Writing Award for 2006

Georgia Orme, Class 7

1st place in National Cup Climbing Series in Mt Maunganui, Took 3 x 1st, and 1 x 2nd place in the competition so gained top under 16 female for the series.

NZ National Climbing Championships

1st Under 16

Oceania Lead Climbing Championships

2nd Under 16

Oceania Speed Climbing Championships

1st Under 16

Zac Orme, Class 11

NZ National Lead Climbing Championships 1st (Under 18)

Oceania Lead Climbing Championships 2nd (Under 18)

NZ National Lead Climbing Championships 1st (Open male)

Oceania Lead climbing Championships 3rd (Open Male)

Finalist in College Sport Wellington Sports-person of the Year Award

David Skogstad, Class 12

Selected to play for the Wellington Men's Under 18 B Hockey Team.

Samuel Skogstad, Class 12

Selected to play for the Wellington Men's Under 18 B Hockey Team.

Axel Winter-Beard, Class12

Selected to play for the Wellington Men's Under 18 B Hockey Team.

Guy Wall, Class 6

Selected for the Boys Under 13 Hutt Valley Representative Basketball Team.

Samuel McAlpine, Class 8

Selected to play for the Wellington Under 15 A boys Hockey Team.

Adam Scott, Class 12

Selected to play for the Wairarapa Under 18 Boys Hockey Team.

Smoke Free Rock Quest

Paxly Simszalka

Paascalino Schaller, Sam Skogstad & Alex Ross performed in the Lower Hutt Rock Quest regional finals.

Kreafly

Edward Ponder & Levon Walcott-Mason performed in the Wellington Rock Quest regional finals.

ANALYSIS OF VARIANCE FOR THE PERIOD – 1 JULY 2005 – 31 DECEMBER 2006

STRATEGIC GOAL 1

To fulfill the intentions of the Special Character Statement in the Integration Agreement and the Rudolf Steiner School Trust Deed.

MEASURES AND TARGETS

Measure	2006 Target	Action taken
Support Steiner teacher training in New Zealand financially and by trainee placements	Ongoing support for Teacher Supply and Taruna Teacher Training	Offer trainee placements to Taruna College of Education
Use the appraisal process to identify good teaching practices	To develop and improve the management of Raphael House by strengthening the leadership skills of the College of Teachers and professional development of senior teachers.	
Identify the physical resources needed to achieve this Goal	Budget to purchase resources	\$30,000 for a consultant
Identify what can be done to improve the ability of current teachers	CoT to use the appraisal process to assess professional development needs	Annual Development Plan is in place for the Colleges ongoing upskilling. The CoT have been working with Lauren Hudson on Leadership and associated topics. Negotiation and Mediation Skills as a group and also with (DSG) Development Support Group has been set up. The DSG have also reviewed there work. Have agreed to take on a joint project and to also have focused work done together in Terms 2 and 3. It was also agreed that the group would remain the same size for next year and would take a new intake in the following year 2008.
Improve collegial and social activities		

STRATEGIES AND PROCESSES

ACTIONS	2006	Progress report/action taken
People (CoT)	Offer trainee placements to Taruna College of Education	Offer trainee placements to Taruna College of Education
Professional Development	<ul style="list-style-type: none"> In-service training programme reflects school-wide needs Professional Development Group identifies courses for individual teachers Organisational Development Training and coaching with Lauren Hudson for whole faculty 	<p>In-service in late January focused on the Health indicator. Health indicators are almost complete and each class has a support team.</p> <p>The College has reviewed the work done with Lauren Hudson this year and have identified need to consolidate this work next year. An outline will be available for the December CoT meeting.</p>

STRATEGIC GOAL 2

To develop the teaching resource to the highest to the highest possible standard, top enable the teaching of the fullest Rudolf Steiner/Waldorf curriculum by the best teachers possible, in accordance with the school's special character.

MEASURES AND TARGETS:

Measure	2006 Target	Action taken
<p>The health indicators will be developed so that each class has standard against the overall educational, physical emotional, social health of the class and individual students can be measured</p> <p>To develop a tracking format to track the health indicators of each class.</p>	To deepen the faculty's understanding of the Waldorf Curriculum and health indicators and there by strengthen the healing aspect of the education and support the work of the Curative and Remedial Education Group (Class Support Teams)	During term 3 a major shift was made in our Thursday teacher meetings to focus entirely on Learning Support, Professional Development and upskilling staff. Tracking sheets are used weekly to inform class and individual health and well being.
Begin an extensive consultation process with users of the upper school	Start the consultation process	Draft a plan for completion of the upper school

STRATEGIES AND PROCESSES

ACTIONS	2006	Progress report/action taken
People (CoT/PEG)	<ul style="list-style-type: none"> Begin extensive consultation with users of the upper school and school community 	Consultation has been made with the CoT and school community.

STRATEGIC GOAL 3

To improve numeracy and literacy skills (with a focus on kindergarten to class 7), using the current NET assessments as basis for identifying possible improvements

MEASURES AND TARGETS:

Measure	2006 Targets	Action Taken
Kindergarten-class 3: Identify the students' particular learning faculties for literacy and numeracy development, identify weaknesses and work towards overcoming these	<ul style="list-style-type: none"> Analyse the assessments and identify students' individual needs Focus on class 3 assessments and ways to improve results 	
Class 4-7: Identify key target areas for improvement of the students' numeracy and literacy skills	<ul style="list-style-type: none"> Focus on literacy Analyse P.A.T. test results and identify areas of improvement 	<p>asTTLE Programme – The College is planning for 2007 Professional Development and are seeking assistance from the Wellington College of Education.</p> <p>P.A.T.s have been completed and are being reviewed.</p>
Complete a Literacy and Numeracy scheme for the lower school		Numeracy Scheme has been written by Karen Gault and will be completed end of Term 3. Literacy Scheme will be completed end of Term 4. Tracking system will be part of this scheme.
Complete and implement the maths scheme for the upper school		Maths Curriculum is being reviewed by Karen Gault.

STRATEGIES AND PROCESSES

ACTIONS	2006	Progress Report/Action Taken
People (College of Teachers)	<ul style="list-style-type: none"> Review the success of the implemented numeracy/literacy programme and make changes where necessary 	
Budgets/resources		

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Responsibility
For the year ended 31 December 2006**

Raphael House Rudolf Steiner School is an Integrated Area School in terms of the Private Schools Conditional Integration Act 1975.

The management of Raphael House Rudolf Steiner School (the School) Board of Trustees (the Board) accepts responsibility for the preparation of the annual financial statements and the judgements used in these statements.

The Board's management accepts responsibility for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of the School's financial reporting.

In the opinion of the Board's management, the annual financial statements for the financial year fairly reflect the financial position and operations of the school.

The school's 2006 financial statements are authorised for issue by the Board Chairperson and Principal.

Chairperson

Principal

Date

Date

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES**
Statement of Accounting Policies
for the 12 months ended 31 December 2006

Statutory basis

"Statutory basis" is the legal basis on which the report and financial statements are prepared.

Raphael House Rudolf Steiner School (the School) is an area school as described by the Education Act 1989.

Section 90 of the Education Act 1989 specifies that schools governed by the Act are Crown Entities for the purposes of the Public Finance Act 1989. Section 87 of the Education Act 1989 requires the School, as a Crown Entity, to prepare annual financial statements in accordance with generally accepted accounting practice.

Reporting entity

The "reporting entity" names the subject of the report and financial statements, ie the particular school, in a precise way.

The reporting entity is that entity, known as Raphael House Rudolf Steiner School, as identified by the Raphael House Rudolf Steiner School Charter and as governed by the School's Board of Trustees (the Board) and includes all activities carried out under the control of the Board.

Measurement base

Unless otherwise specified, the measurement base adopted is that of historical cost. Generally speaking, this means that items are shown at the price they were at the time of their purchase (rather than their equivalent or replacement value now). See "changes in accounting policy" section for more information.

Differential reporting

The school is a qualifying entity for differential reporting purposes because the school:

- Is not publicly accountable as defined in The Framework For Differential Reporting; and
- Is not large as, in the last two reporting periods, the total revenue has not exceeded \$20 million and the total assets have not exceeded \$10 million in carrying value.

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Accounting Policies (continued)
for the 12 months ended 31 December 2006**

These financial statements have been prepared taking advantage of the differential reporting concessions made available in that framework. However, three of the available concessions were not taken up, that is:

- GST exclusive accounting *has* been used
- IRD specified depreciation rates have *not* been used
- The school reviews its assets lives and depreciation methods annually.

Specific accounting policies

The following accounting policies have been used by the school in the preparation of the financial statements.

Budget figures

The budget figures are from the Budget that was approved by the Board at its meeting held on 13th December 2005.

Goods and Services Tax

All amounts are shown exclusive of Goods and Services Tax (GST) except for receivables and payables - these are stated inclusive of GST. The GST payable to IRD at balance date is shown in the Statement of Financial Position.

Statement of Financial Position

Assets

Cash & Bank Balance

The amount shown for 'Cash and bank balances' is the total of the amounts held on current account or in notes and coins for use in the day-to-day management of the School.

Investments

Different kinds of investment are recorded in different ways:

- Deposits at registered banks are recorded at face value, together with their accrued interest.
- Government stock is recorded at market value.
- Marketable shares are recorded at their original price.

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Accounting Policies (continued)
for the 12 months ended 31 December 2006**

Changes in the market value of Government stock are recorded in the Statement of Financial Performance.

All investment activities carried out by the School have met the requirements of Section 73 of the Education Act 1989.

Accounts receivable

'Accounts receivable' are items that the School has issued invoices for, but not received payment for, at balance date. They are stated at their estimated/expected realisable value, which means that the amount stated is the figure the School realistically expects to receive (so it does not consider those items that are considered bad debts).

Inventory

The amount shown for 'Inventories' is a total of the value of all goods held by the school for resale. These are recorded at the lower of cost, based upon the first in first out method, and realisable value.

Fixed assets

Fixed assets are any items or groups of items of property, plant or equipment which will provide services for more than 12 months and which cost more than \$250.

All fixed assets are initially recorded at cost or, in the case of donated assets, are initially recorded at their fair market value at the date of receipt. Initial cost includes the purchase cost, or fair value as the case may be, and those costs that relate directly to bringing the asset to the location where it will be used, and making sure it is in the appropriate condition for its intended use (e.g. installation or set-up costs).

Teaching resources, minor equipment, loose tools and other assets with individual values under \$250 are not capitalised, i.e. they are not recorded as fixed assets. Instead, they are shown as expenses in the Statement of Performance.

Land and buildings are owned by the Rudolf Steiner School Trust (Wgtn) and are occupied on the basis of the Integration Agreement.

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Accounting Policies (continued)
for the 12 months ended 31 December 2006**

Liabilities

General

Liabilities are recorded by the School when the goods and services have been received, but not yet paid for. For example, the School received an order of stationery on 15 December, but had not paid the bill by 31 December. Liabilities are recorded at the amount of cash required to settle those liabilities.

Finance Leases

Finance leases effectively transfer to the school substantially all the risks and benefits incidental to ownership of the leased item. In the financial statements, finance leases are capitalised at the present value of the minimum lease payments, which means they are recorded as fixed assets at the present value of the payments due over the life of the lease. The leased assets and corresponding liabilities are listed (or 'disclosed') and the leased assets are depreciated over the period the School is expected to benefit from their use.

Provision for Cyclical Maintenance

The property from which the School operates is owned by the Rudolf Steiner School Trust (Wgtn). The Board is responsible for maintaining the land, buildings and other facilities on the School site in a state of good repair and order.

Cyclical maintenance, which basically involves painting the interior and exterior of the School, makes up the most significant part of those responsibilities that are outside the day to day maintenance expenditure. The provision for cyclical maintenance represents the obligation the Board has to the Proprietor and is based on the Board's property plan.

Fee protection for international students

The school separately records fees received from international students as funds held in trust. These funds are held in the School's main bank account until such time as they have been earned. They are then recorded as revenue and are available for spending. The Board guarantees to keep sufficient funds in reserve, to enable the refund of the unearned portion of fees, should the School be unable to continue the course. In addition to this the Proprietor has provided a guarantee of funds.

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Accounting Policies (continued)
for the 12 months ended 31 December 2006**

Statement of Financial Performance

Donations and other gratuities

Donations and other gratuities are recognised as revenue at the point their receipt is formally acknowledged by the School.

Interest on finance leases

The interest expense part of finance lease payments is recorded in the Statement of Financial Performance. This is calculated using the effective interest rate implicit in the lease agreement.

Operating lease

Operating lease payments are recorded in the Statement of Financial Performance.

Depreciation

One of the principles of financial reporting is that the cost of purchasing an asset is spread across the life of the asset. Charging depreciation is the accounting method used to reflect this annual cost.

Fixed assets, except for the library, are depreciated so as to charge their cost or other acquisition value over their estimated useful life on an equal annual instalment or straight-line basis. The library is depreciated on a diminishing value basis.

Estimated useful lives are:

- Classroom furniture	10 years
- Office furniture	10 years
- Office equipment	4-5 years
- Other equipment	4-5 years
- Computers	4 years
- Library	12.5% per annum
- Conservatory	10 years

Teaching resources, minor equipment, loose tools and other assets with individual values under \$250 are not capitalised, ie they are not recorded as fixed assets. Instead, they are shown as expenses in the Statement of Financial Performance.

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Accounting Policies (continued)
for the 12 months ended 31 December 2006**

Gain/loss on disposal of fixed assets

Where a fixed asset is disposed of (i.e. sold or given away), the gain or loss recorded in the Statement of Financial Performance is calculated as the difference between the sale price (if any) and the carrying amount of the fixed asset (i.e. the assets recorded value less any accumulated depreciation).

Teacher Salaries

All salaries are recognised in the Statement of Financial Performance whether paid directly by the School or not. Where the payments are made in ways other than through the School, the Statement of Performance is adjusted to take account of the revenue and expense component of the transaction – this means that although the bulk of the teachers' salaries are paid by the Ministry of Education directly to the teachers (without cash ever passing through the School accounts), these payments are made on behalf of the School and are therefore recorded by the School.

Changes in accounting policy

There have been no changes in accounting policy during the year.

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Financial Position
For the year ended 31 December 2006**

	Note	2006 Actual	2006 Budget	2005 Actual
PUBLIC EQUITY		60,520	9,377	(17,543)
		_____	_____	_____
CURRENT ASSETS				
Bank Account	6	28,539	53,929	33,736
Debtors		297,088	243,110	243,110
GST		1,343	5,751	5,751
Stock		8,714	5,750	5,750
		_____	_____	_____
		335,684	308,540	288,347
LESS CURRENT LIABILITIES				
Creditors & Accruals		195,357	192,411	192,411
GST		-	-	-
Provision for Cyclical Maintenance	11	46,592	35,114	35,114
		_____	_____	_____
		241,949	227,525	227,525
		_____	_____	_____
WORKING CAPITAL SURPLUS		93,735	81,015	60,822
FIXED ASSETS	7	55,193	58,732	52,005
		_____	_____	_____
		148,928	139,747	112,827
LESS TERM LIABILITIES				
Provision for Cyclical Maintenance	11	88,408	130,370	130,370
		_____	_____	_____
NET ASSETS		60,520	9,377	(17,543)
		_____	_____	_____

The accompanying notes and statements form part of and are to be read in conjunction with these financial statements.

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Movement in Equity
For the year ended 31 December 2006**

	Note	2006 Actual	2006 Budget	2005 Actual
Opening Balance 1 January		(17,543)	(17,543)	(11,087)
Operating Surplus (Deficit)		78,063	26,920	(6,456)
		<hr/>	<hr/>	<hr/>
		60,520	9,377	(17,543)
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The accompanying notes and statements form part of and are to be read in conjunction with these financial statements

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Financial Performance
for the Year ended 31 December 2006**

		2006	2006	2005
	Note	Actual	Budget	Actual
REVENUE				
Grants	1	2,019,864	2,050,920	1,794,448
Locally Raised Funds		123,612	94,666	79,201
Other Income	2	384,201	389,678	314,133
		_____	_____	_____
		2,527,677	2,535,264	2,187,782
		_____	_____	_____
EXPENSES				
Learning Resources	3	2,056,346	2,110,406	1,766,662
Administration	4	184,515	180,004	162,543
Property Management	5	121,421	137,318	195,156
Locally Raised Funds		59,999	44,444	38,240
Counselling		6,426	15,111	11,079
Civil Defence		529	1,066	904
Depreciation	7	14,494	12,000	14,183
Publicity		1,444	3,555	1,034
Rent		4,440	4,444	4,440
		_____	_____	_____
		2,449,614	2,508,344	2,194,238
		_____	_____	_____
Net operating surplus (deficit) for the Year ended		78,063	26,290	(6,456)
		=====	=====	=====

The accompanying notes and statements form part of and are to be read in conjunction with these financial statements.

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Notes to the Financial Statements
For the Year Ended 31 December 2006**

	2006 Actual \$	2006 Budget \$	2005 Actual \$
1. Government Grants			
Operations Grant	473,448	421,766	452,691
Salaries Grant	1,546,416	1,629,154	1,341,757
	<hr/>	<hr/>	<hr/>
	2,019,864	2,050,920	1,794,448
	<hr/>	<hr/>	<hr/>
2. Other Income			
Foreign Students	58,036	37,671	27,924
Donations	3,005	3,000	8,606
Interest	1,767	500	505
Waiting List Fees	1,067	1,333	1,333
Room Hire	3,324	888	2,225
Other Income	3,882	500	5,764
Proprietors' Contribution	310,000	340,000	265,000
SPARC	3,120	3,120	2,775
Arts Co-Ordinator	-	2,666	-
	<hr/>	<hr/>	<hr/>
	384,201	389,678	314,133
	<hr/>	<hr/>	<hr/>

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Notes to the Financial Statements (continued)
For the Year Ended 31 December 2006**

	2006 Actual \$	2006 Budget \$	2005 Actual \$
3. Learning Resources			
Library (excluding depreciation)	1,499	1,779	1,535
Professional Development	57,625	48,888	36,526
Staff Expenses	1,922,850	1,947,587	1,655,438
Teaching Resources	74,372	112,152	73,163
	<hr/>	<hr/>	<hr/>
	2,056,346	2,110,406	1,766,662
	<hr/>	<hr/>	<hr/>
4. Administration			
Audit	4,292	3,555	3,116
Board of Trustees	3,074	7,719	3,331
Communication Expenses	12,911	14,222	11,333
Computer Related	12,746	1,777	1,407
College and US Co-ordinator	10,133	2,325	
General	3,995	4,444	7,993
Printing and Stationery	9,927	10,666	10,874
Risk Management	1,616	3,555	4,747
Staff Expenses	104,791	108,630	99,382
Subscriptions and Levies	18,980	21,333	19,142
Other	2,049	1,778	1,218
	<hr/>	<hr/>	<hr/>
	184,515	180,004	162,543
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Notes to the Financial Statements (continued)
For the Year Ended 31 December 2006**

	2006 Actual \$	2006 Budget \$	2005 Actual \$
5. Property			
Caretaking and Cleaning	34,835	28,854	32,016
Furniture and Furnishings	5,191	3,111	1,588
Heat, Light and Water	15,943	12,444	17,228
Staff Expenses	34,647	30,231	33,666
Repairs and Maintenance	29,264	61,678	53,173
First Aid	1,541	889	767
Provision for Cyclical Maintenance		-	56,718
	<hr/>	<hr/>	<hr/>
	121,421	137,318	195,156
	<hr/>	<hr/>	<hr/>
6. Bank Account			
At balance date the Board held the following funds in accounts at Westpac Lower Hutt:			
Current Account	28,539		33,736
	<hr/>		<hr/>

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Notes to the Financial Statements (continued)
for the 12 months ended 31 December 2006**

7. Fixed Assets

Item	Cost	Open	Adds	Procee	Surplu	Deprec'n	Accumul'd	Clos
	Price	B/V	This Yr	ds	s/Loss	This	Deprec'n	B/
				on	Dispos	Year		
				al				
	28,762	5,374	2,341			1,226	22,273	6,4
Classroom Furniture								
Office Furniture	768	204				29	593	1
Office Equipment	12,557	1,382	825			825	11,174	1,3
Curriculum Equipment	71,653	23,258	5,234			4,870	48,031	23,6
Computers	15,002	5,876	3,929			2,975	8,172	6,8
Library Books	43,913	11,999				1,440	33,354	10,5
Cleaning Equipment	3,964	0	499			114	3,579	3
Container	2,000	0				0	2,000	
Mitsubishi L300 Ute	3,555		3,555			474	474	3,0
Conservatory	21,400	2,140				2,140	21,400	
Court Marker	332	0				0	332	
Shade Sail	845	0				0	845	
Upper School	1,456	897				146	705	7
Handrail								
Digital Camera	800	150				150	800	
Dangerous Good	533	332				53	254	2
Cupboard								
Hot Water Cylinder	427	402				43	68	3
Line Trimer	889		889			7	7	8
Photographic	400		400			2	2	3
Montage								
	209,256	52,015	17,672			14,494	154,063	55,1

**RAPHAEL HOUSE
 RUDOLF STEINER SCHOOL
 BOARD OF TRUSTEES
 Notes to the Financial Statements (continued)
 for the 12 months ended 31 December 2006**

8. Statement of Uncommitted Funds

At balance date the Board had the following:

	2006	2005
	Actual	Actual
Bank Account	28,539	33,736
Accounts Receivable (incl GST provision)	298,431	243,310
	<hr/>	<hr/>
	326,970	277,046
to meet the following commitments:		
Accounts Payable (inc. provisions for GST)	241,949	227,525
	<hr/>	<hr/>
Leaving funds available	85,021	49,511
	<hr/>	<hr/>

9. Statement of Contingent Liabilities

The Rudolf Steiner School Trust (Wellington), as Proprietor, has given notice that it will be making a claim for the recovery of moneys paid by the Trust since integration that properly are the responsibility of the Board. No figure has been given.

10. Statement of Commitments

The Board of Trustees has no commitments at 31 December 2006 apart from the PMS contract.

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Notes to the Financial Statements (continued)
for the 12 months ended 31 December 2006**

11. Programmed Maintenance Services (NZ) Ltd (PMS)

The Board signed an agreement dated 8 November 2002 with Programmed Maintenance Services for an agreed programme of work covering a 12 year period. The programme provides for two exterior repaints of nominated areas in 2003 and 2010. The actual liability of the school is determined by the percentage of work completed by the contractor for which the contractor has not been paid.

Current portion	46,592
Term Portion	<u>88,408</u>
	135,000

12. Board of Trustees Remuneration

Total Board of Trustees remuneration for the year was \$1,530 (2005 Nil)

13 Principals' remuneration and benefits

Total Principals' remuneration and benefits for the year ended 31 December 2006 was \$85,000 to \$95,000

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Resources
For the Year Ended 31 December 2006**

Physical Resources:

The Raphael House Board of Trustees has property occupancy in terms of the Integration Agreement dated 24 February 1992 for the Matuhi Street site of 5.4 hectares and all buildings on the site.

The Board of Trustees has continued to add to its library. Currently, 8,908 volumes are held.

In addition, the Board of Trustees has had access to the following facilities:

- The Naenae swimming pool was used for swimming lessons.
- Mt Ruapehu, was used within the outdoor education programme for the year 8 annual ski trip.
- The weekly sports afternoon continued in the Upper School providing students with access to a number of sporting facilities not available on site.
- Classes 3 to 12 participated in camps

Human Resources:

Teaching staff:

17 Full-Time Teachers including principal
13 Part-Time Teachers 170.75 hours/week

Other staff:

The Board employed

- Secretary	40 hours per week
- Upper School Secretary	30 hours per week
- Finance Officer	20 hours per week
- Librarian	30 hours per week
- Cleaners	7.5 hours per week
- Teachers aide	31 hours per week
- Receptionist	30 hours per week
- Ancillary staff	34 hours per week
- Maintenance staff	30 hours per week

**RAPHAEL HOUSE
RUDOLF STEINER SCHOOL
BOARD OF TRUSTEES
Statement of Resources (Continued)
For the 12 months ended 31 December 2006**

Continued

	2006	2005
The school roll at 28 June was	325	350
Half days that the school was open	378	380

**RAPHAEL HOUSE
 RUDOLF STEINER SCHOOL
 BOARD OF TRUSTEES
 Directory
 For the year ended 31 December 2006**

Board Members

		Term Expires (if applicable)
Parent Representatives	Bruce Mitchell	April 2007
	Anne Schofield	April 2007
	Catherine Ross (Chairperson)	April 2007
	Toni Weir	April 2007
Proprietors' Representatives	Alan Chapman	
	Chris Penman (Oct - Dec)	
Student Representative	Lydia Zanetti (Jan - Sep)	
	Loren Gibbs (Sep - Dec)	September 2007
Principal	Karen Brice-Geard	
Staff Representative	Deirdre Reid (Oct - Dec)	April 2007

Bankers Westpac Banking Corporation, Lower Hutt

Auditor Terence Bartlett, Lower Hutt

Lawyers Philips Fox, Wellington

Insurers EIG Ansvar, Wellington