

HOUGHTON VALLEY SCHOOL

Home and School Meeting

Thursday 11th August 2016 7:00pm at HVS Staffroom.

Minutes

1. Apologies

Monique McDougal.

2. Present

Chris Taylor, Raewyn Watson, Michael Restieaux, Sarah Duncan, Ande Spencer, Karen Parr, Natasha McAuley, Caroline Holden, Ange Fleming, Aaron McKirdy.

3. Minutes of previous meeting

July meeting cancelled as no quorum, no minutes to present.
June Meeting minutes accepted as a true and accurate record.

4. Board report

H&S to formally invite a board member to the H&S meetings to provide a report /update to H&S meeting as to what is happening at the BoT. This has been a reciprocal arrangement with an H&S member presenting reports at the BoT meetings.

Next BoT meeting Tuesday next week. Three items on agenda for discussion:

1. Budget review.
2. ERO visiting the school term 04 first day. Education review office 3 year cycle. Review of entire school, essentially an audit.
3. New board coming up to speed in their new roles and working well.

5. Matters arising

5.1 Playground

A report has been completed by Playground Centre (their equipment has been installed) to review the work that has been done and price some extra work. They will update some of the fixtures to ensure the equipment is as good as new.

5.2 BBQ's

Covers purchased, Chris Taylor will put in place, BBQ's to be removed from sheds.

5.3 Bike track

Anna Ririnui is co-ordinating and running the project.

Anna has met with Raewyn, Bot representative & H&S to discuss the project.

Anna will be invited to a meeting soon to present the plan and projected costs.

Completion targeting November 2016.

The meeting raised that maintenance costs will need to be factored in and who will be responsible for those and what might they be?

5.3 Houghton Valley School T- Shirts - A re-run?

No interest at this time, will revisit after the fair.

5.4 Recipe book

One price for printing received, but further planning needed. To review next meeting.

6. HVS H&S 2015 Events in planning / debrief

6.1 Quiz 2016

Thank you Ande, Aaron, Michael and team. Thank you letters have gone out to the sponsors, total raised \$2,857.00.

6.2 Term 03 Disco 2016

Date was 22 September although there may be another clash. TBC with regard to property upgrades, lights and sound confirmed.

Last years' format of splitting Disco into two parts, first part for juniors, and the second part for the senior children to be adopted again this year.

Meeting agreed to spending of \$700 for food for BBQ and glowing objects of wonder for sale.

Issue of preventing children escaping Disco to run for the rainforest discussed again; parental volunteers to try and set up blockade. Very exciting.

6.3 Health and Safety - New legislation.

New legislation came into effect April 2016 & potential impacts in relation to school, BoT & H&S activities to be clarified. Karen Parr to present back next meeting.

6.4 Fair 2016 update:

Karen Parr meeting with main co-ordinators.

Fliers received, printed for free.

Craft night last night, another one towards the end of term with Aleksandra Alagh. Raewyn will hopefully run another.

Games all booked. Archery is going to have scaffolding provided so it can be set up away from the rest of the games.

Food in hand, Bronwyn and Sarah FQ going to help out with the setup and running of the food.

DCM letting us have books at the end of their fair later this month to sell at the school fair.

Wellington Free Ambulance will provide an ambulance & paramedic support on the day and H&S will run a bake sale to raise money, for donation to WFA.

6.5 Events ideas:

None raised.

7. Teachers' report

The Kapa Haka uniforms are being made now. The logo has been developed – thank you Aaron for helping design it, and will be part of the outfits. 50 children have already requested to be part of the Kapa Kaka roopu to take part in the festival at the end of the term.

Classrooms 1 & 2 refurbishment documents are out for tender.

The classrooms refurbishment includes the installation of wall and ceiling insulation, new double glazing, new interior wall linings, and some exterior cladding work. new cubby holes for cot and bag storage will be installed and the white boards are to be relocated.

Asbestos has been identified within some of the claddings and although it currently poses no risk, would be exposed during window installations. The tender process has taken this new information into account and health and safety precautions will be put in place to manage this during the upgrade.

Work is due to start at the beginning of the school holidays in September. The children will be moving into the hall for the duration of the construction period.

Classrooms 3 & 4 improvements may be underway in 3 to 4 months time. MoE has appointed the designers who will undertake this work. The costs of this work will be funded by the MoE as part of a pilot scheme, not by the school out of its 5YA budget.

The sewer repairs at the entry from the bottom to top court has been completed, with the asphaltting area extended to include more of the driveway and a path as a donation from the company. Great result.

8. Treasurer's report

\$18,000 in savings approx. \$4000 in current. Haven't paid for Kapa Haka costumes yet.

9. Correspondence

Entertainment books - no action required.

10. Other business

10.1 Chickens

Meeting discussed purchasing new chickens and chicken coop, working bee to tidy existing area up. Caroline Holden will talk to Craig Bond, regarding what is needed and feedback next meeting.

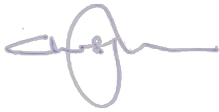
10.2 School hall capacity

Capacity of school hall was raised as a health and safety matter. It is believed that the school hall is over occupancy capacity during assemblies, when all of the students and parents are in attendance at the same time.

The school /BoT carried out some investigations into this last year, but this matter is as yet still to be resolved. More on this will be communicated by the school / BoT as the investigations continue.

11. Next meeting

Thursday 8th September 7.00pm

A handwritten signature in blue ink, appearing to read 'Chris Taylor', with a large loop at the end.

Chris Taylor
Chair Person Houghton Valley Home and School Association