

HOUGHTON VALLEY SCHOOL

Home and School Meeting

Thursday 13th October 2016 7:00pm at HVS Staffroom.

Minutes

1. **Apologies**

Natasha McAuley, Michael Restieaux, Raewyn Watson, Sarah Graydon Kate Mitcalfe.

2. **Present**

Monique McDougall , Chris Taylor, Anna Ririnui, Karen Parr, Kendra Beri, Sarah Duncan, Gabrielle Harvey, Caroline Holden, Aaron McKirdy.

3. **Minutes of previous meeting**

Alteration in that Michael R not recorded as being present – Altered minutes accepted - Nominated Sarah Duncan seconded Chris Taylor.

4. **Board Report**

ERO have been to visit the school, particular focus this time on Maori whanau goals and achievement, report in the newsletter, no BOT meeting yet

5. **Matters Arising**

5.1 Playground update –

Two working bees were held either end of the holidays 18 adults came to the first one, then 3 people came to build the path to the bottom of the slide. Everything has been completed that was on the "to do" list. Ready for the next stage of playground renovations. Most of the money given to the school for the playground has been spent. Lyall Bay has offered the school 300m² of black safety matting and will deliver – meeting accepted this kind offer, Karen Parr will follow up.

There is an extra cost of \$300 to finish this part of the playground project. The meeting agreed to cover this cost. Karen Parr has offered to begin a plan / timeline for the next stage.

5.2 Renovations/ building works –

Chris Taylor is working with colleagues to develop a PDF with simple timeline for the school community to see.

5.3 BBQ –

Covers in place and new place to store with locks has been sorted out..

5.4 Recipe book –

After follow up with the parent concerned it will now be a smaller class based book as there isn't time to do the full book now.

5.5 Health and safety issues –

Karen Parr. Siobhan Isles has taken the role of Health and safety co-ordinator for the fair, role mainly around risk assessment / health and safety guidelines for identifying and minimising risks. Paper will go to the BoT next meeting. Mostly common sense and information dissemination. Guidelines have been developed for each co-ordinator who will be responsible

for letting the team know. As well as health and safety there will be guidance around breaks for volunteers, fire extinguisher places etc.

May need to do risk assessments for other school events.

5.6 Chicken update –

Chris Taylor spoke with Jill Holmstead, people need to be identified for all the roles involved in caring for the chickens before they are purchased. May be able to renovate the coop, raising the roof of the front so an adult can get in. Chris Taylor to get a quote for altering the chicken coop.

5.7 Bike track –

Bike track now fully funded – start date 7th November after the school sports day, get kids involved to assist with the layout. 2 weeks for track construction so opening late November / early December. Container will be delivered when we are ready. Bikes come unassembled so Dan from Bicycle Junction will come and run a session of assembling them. Bike helmets for each child, need system for getting / returning them. Pedal Ready cycle training will be run in the new year. Ash from Word, interesting in coming and talking about mountain bike clubs. Aaron McKirdy has offered to take on responsibility for the signage needs.

Walkathon money earmarked for the bike track will be transferred across.

Lion Foundation, TTCF, have provided \$14,000 so funding is completed.

6. HVS H&S 2015 Events in Planning / Debrief -

6.1 Disco - done and dusted. Thanks to everyone who offered and provided help.

6.2 Fair – all on track, now needing the drive for volunteers. Financial co-ordinator – Eftpos machine ordered, Tania coming from the ASB bank to help out on the day,

More volunteers needed for fliers and shops / restaurants etc so take a leaflet. Need someone to take on henna, craft and face painting.

Same food as last year and nachos.

Joanna Carruthers on games, will have a marquee for the world cup, super rugby cup, Sam Scott from Phoenix Foundation doing half hour slot. Tractors back!

Mary Bond doing silent auction – has had lots donated.

Erica and Julie doing clothes, split into 2 rooms.

Katie and Aaron doing rapid raffle.

Books is fine.

Aleksandra doing craft, all children doing a craft day before the fair, final craft night at the end of next week to package / price things.

Community garden doing a plant sale.

Lots of community support.

Back by popular demand is kiss the goat.

6.3 Poroporoaki for year 6's – to discuss next meeting.

6.4 Big Fun Day - BBQ'ers required!

7. Teachers report –

Gabrielle Harvey, will present Banks group work next month. Marae noho next week and Zealandia trips / overnight coming soon.

8. Treasurer's report –

Savings 16051.27 transferred \$2000 into cheque to pay for kapa haka uniforms \$253.28.

9. Correspondence –

Cheque for \$240 from Entertainment book sales, bank statements, deposit receipts.

10. Other Business –

Home and school agreed to offer some financial support to go towards meeting the increased costs of the year 6 camp. Chris Taylor to speak with Raewyn regarding potential amounts and feedback to next meeting.

Kapa haka outfits on show. Meeting supported a request that they would like the group to do a slot on the stage at the fair.

Thanks to the staff for all their hard work with the ERO visit this week.

Meeting finished 8.35pm

Next meeting: Thursday 10th November 7.00pm



Chris Taylor

Chairperson Houghton Valley Home and School Association