

# HOUGHTON VALLEY SCHOOL

## Home and School Meeting

Thursday 8 November 2018 7:30pm at HVS Staffroom

### Minutes

Quorum = 1 officer & 4 other members

Present: Ian Long, Kevin Hales, Karen Parr, Kate Mitcalfe, Luana Carroll, Sarah Graydon, Mel Dash, Catherine

1. **Apologies:** Michael Restieaux, Johanna Sanders, Flic Morris
2. **Minutes of previous meeting:** Approved by Luana and Kevin.

#### *Action register*

Action	Person	Completed?
Follow up on the production video	Ian	Ian has talked to Amanda about it. We need to ensure that everyone is happy having their children in the video. Ian will send around a permission slip. If that is all okay we will make it available near to cost on DVD or USB.

#### 3. **Board Report** - Sarah

The Board is nearing the end of the charter review. They have followed a child-led process and had a good response to the survey with many thoughtful comments. Next they will take the common threads back to the school community. There will be a hui on 21 November.

The Board is looking for someone to be the secretary. If you have any ideas, let Sarah know.

Other than this the board has been planning for next year and looking at property. A new playground addition is underway.

#### 4. **HVS H&S 2018 Events**

##### 4.1: Fair:

The fair was an incredible success. The zero waste was fantastic, all the children were involved. The clothes pre-sale was another new and successful addition.

Home and School want to recognise the work the teachers put in both before (eco-crafts with the children) and on the day. It makes the fair a special event with their involvement. The children also did a fantastic job with the eco-crafts.

ASB were also great with providing a few volunteers on the day.

Kevin gave a debrief on the finances. The turnover was only slightly down from last year and it looks like we have earned around \$27,000 from the event.

For next year, there is still packaging available. A number of people have said they are happy to help out again next year. There is probably more potential to be made with the silent auction and we should look into whether the closeness with the quiz causes difficulty with getting items.

Karen is going to work with Ian and Megan to build on our fair information.

#### 4.2: School disco:

Another successful event. It was great to have some new parents involved in organising this. The disco made \$776.

#### 4.3: Big Fun day:

Previously Home and School have provide sausages and operated the BBQ for this. The school is going to organise a community day and it was agreed that Home and School would provide sausages for this. It was suggested that we have a stall at the community day to sell left-over craft items from the fair along with left-over t-shirts and bags.

#### 4.4: Year 6 Poroporoaki

This year there will be performances to attract more than just the year 6 families.

It was agreed that Home and School would pay for the camp snapfish books to be gifted to all year 6 students as their leaving gift. Kevin raised the idea of giving the year 6 students a fair voucher for next year. Kevin will look into this.

It was agreed that Home and School would provide a BBQ and drinks for the event. It was also agreed that Home and School would contribute towards leaving gifts for families who are leaving the school.

### **5. Any other business**

5.1: Calendars: Catherine is going to organise fundraising calendars etc. The children and teachers have prepared the art work. It was agreed that we would get the premium calendar and sell it at \$14 with a low profit margin to make it accessible to families, the other items would sell at the recommended price.

5.2: Cookbook: Johanna is keen to do a cookbook approaching the chefs and restaurant owners in our community. She has a designer on board. The meeting was supportive of the idea and suggested also including some recipes from the kids, kid activity recipes (eg gloop) and household tips. It was felt it would be best to aim towards selling these in term 2.

5.3: Bake sales: It was decided to hold one more bake sale this year with a focus on fundraising for the year 6 camp. This will be on 23 November. Karen will approach Mr T about his class running this.

### **6. Correspondence**

Nil to report.

7. **Next meeting:** Thursday 6 December 2018 at 7.30pm. This meeting will be a planning meeting for 2019.

**Action register**

<b>Action</b>	<b>Person</b>
Send out permission slips for use of children's images in the school production video	Ian
Add to the fair file with material from this year's fair	Karen, Megan and Ian
Consider whether to give the year 6 students a voucher for next year's fair	Kevin
Consider whether to change the Home and School meeting from Thursdays as this will clash with Te Reo lessons next year	Committee

Ian Long

Chairperson Houghton Valley Home and School Association