

HOUGHTON VALLEY SCHOOL

Home and School Meeting

Wednesday 5 June 2019 7:30pm at HVS Staffroom
Minutes

(Quorum 4+1)

Present: Kevin Hales, Megan Taylor, Dougal Wylie, Miriam Gaynor, Teneti Rawiri, Natasha MacAuley

Apologies: Ian Long, Luana Carroll, Michael Restieaux, Karen Parr

1. **Previous Meeting Minutes:** Approved by Kevin and Dougal

Action register

Action	Person	Completed?
Talk to Luana about step counters and a sponsored moving event.	Ian	Carried over.
Write a notice to go home to parents on how they can be involved.	Megan and Ian	Completed. It was discussed that the prize for the colouring could be seeds. Ian or Karen will respond depending on what the parent is interested in.
Find out the size of the year 6 roll and let Kevin know	Stephanie	Kevin and Miriam to connect on this.

2. **Board Report**

It's election time. Susan and Richard are the current standing members. There are three vacancies and four candidates. The voting closes midday on Friday. Jos is standing down as the teacher rep and Ben will be the next teacher rep.

The charter is all there and the Board is working on getting a better visual representation of it. The school is already picking it up and embedding it into practices. There will be a presentation on it at the Quiz Night.

The Board is committed to strengthening communication with Home and School around future funding and fundraising. There will be a discussion on this at the next Board meeting. Luana has looked at the ongoing maintenance costs for the bike track and flying fox. Information on what the funds have been used for will be presented at the Quiz Night.

The Board also would like to know who it can better support the Home and School Association. A discussion was held on how to better connect with the school community. The idea of hosting a joint event for whanau of the junior school was suggested.

The next Board meeting is 17 June.

3. HVS Planning

3.1: Bake sales: The first bake sale for term 2 was another success and raised \$383.60. Thanks Pohutukawa! A parent rep has volunteered to organise the next one with Rata. Joanna, the librarian, has asked if we would like to sell discontinued library books. It was agreed that we would sell these alongside bake sales (feeding the mind and the body). Kevin will organise the float for the next bake sale. Megan is happy to bank the takings.

3.2: Quiz: This is scheduled in for 4th July (we should have a USA round). There is a sub-committee to organise this. We will be reaching out for support on the night. It was noted that Fig and Fog Peanut Butter could be a possible source of items for the raffles.

3.3: Fair: We need storage for clothes and toys; and coordinator for the silent auction.

3.4 Cookbooks: It is unclear where these are at. Previously we had discussed needing further information before making any commitments to fund the print run. We would feel safer if there was some degree of pre-sales. There is an open invite for the organisers to come back.

4. Finances

Nothing to report. There is \$1700 left unallocated for the year.

5. Any Other Business

The idea of selling school hoodies with the children's name printed on them was raised as a fundraising idea. We could look into this next year, the idea being doing something like this every second year.

The teachers are happy to organise art for the calendar fundraiser. Megan has all the material. We will aim to send away the material at the end of term 3 so that orders can be taken either end of term 3 / beginning of term 4.

Clarification was sought on the role of the parent class rep and the role of the teachers with these. The main purpose is for the parents to get to know each other. It is important that the teacher doesn't feel pressured to attend any social event that is organised. It can be difficult to ask the teacher to send through all the communications. However, we need permission to share e-mail addresses. Ideas to get this permission included the start of year documents, class introduction meetings, an e-mail using a digital survey and/or a clipboard. It was also noted that get-togethers could be done in syndicates to get better numbers attending.

6. Communications from Meeting:

The next newsletter will include material on the Quiz Night and Fair.

7. Next meeting: Wednesday 26 June 7.30pm (subject to confirmation with Luana)

Action register

Action	Person
Talk to Sarah about the cookbooks.	Dougal
Organise the bake sale float.	Kevin
Organise the 80% payment to the Board.	Kevin
Check with Luana about the next meeting	Megan

Kevin Hale

Acting Chairperson Houghton Valley Home and School Association