

HOUGHTON VALLEY SCHOOL

Home and School Meeting

Tuesday 7 September 2021 by Zoom

Minutes

Present: Kate Mitcalfe, Megan Taylor, Dougal Wylie, Sarah Wylie, Luana Carroll, Bret McKenzie (BoT), Georgie Ferrari (BoT), Tracey Mckay, Nicola du Toit, Miriam Gaynor, Charles Daly, Stephanie Bosch
(Quorum 4+1)

Apologies:

Previous Meeting Minutes: Approved by Kate and Fen (although the fair date was recorded incorrectly)

1. Principal Update

Last month has been all about COVID-19. The school has had a simple plan to stay connected, do it together, and do what you can when you can. The school is keen to get feedback on how everything went. Feedback at the meeting was that the teachers have done an amazing job.

2. Board Report

The last Board meeting was mainly about COVID-19.

The Board also discussed how the Home and School donation has been spent. This will be attached to the minutes (see below).

The Board has been discussing updating the website.

The property stuff is coming along slowly. Over the next few months the concrete wall will be fixed, and the Board is looking at options for the hall redesign.

The Board received a report from the Culture Responsiveness Team who are working to make an overarching te reo curriculum for the school.

3. Finances

Dougal explained that there is a policy in place where Home and School donates 80% of the prior year's fundraising money to the Board and retains 20% for discretionary funding decisions by Home and School. The 20% includes some regular items such as bike track and flying fox maintenance, school leavers books and a camp contribution.

We didn't spend all of our 20% last year which means about \$5,000 has rolled over into this year's discretionary funds.

It was noted that it is important to understand what difference our fundraising is making for the school.

4. Use of Fundraising Money

A proposal was discussed to change the funding split to 85/15% to allow for all the running costs to be paid for by the Board. Questions were raised about whether the extra 5% would cover what has previously been paid for by the 20% funds; and what happens if we can't have the fair (our biggest fundraiser). The Home and School and Board Treasurers would discuss this further.

Ideas for the use of the discretionary funds were discussed. It was also suggested that we should wait until October before making any decisions as that is when we will know about the fair. It is possible we might need to consider donating the discretionary funds all to the

Board. At our next meeting we will discuss a process for agreeing to use of the 15% and to agree what that use might be this year.

Kate moved that we change the funding split to 85/15% and to add an extra 5% onto last year's donation as well (taking it to 85% as well). Seconded by Megan. Motion carried.

5. Home and School Events

- 5.1. Quiz: This was an amazing event. The team has a great formula and are looking to recruit the next generation to take this forward. Removing the focus from fundraising took the pressure off (while still raising a good amount). The meeting attendees passed on their appreciation to the organising committee for the event.
- 5.2. Disco: This is scheduled for 12th November and will be held at Houghton Valley School.
- 5.3. Parent talk: Still trying to find a day for the talk by InsideOut.
- 5.4. Fair: this is pencilled in for November 28. The fair can only happen at level one. Most of the key coordinators are on board and the key bookings have been locked in. We will need to make a decision at the start of October on whether to go ahead or not.

The meeting discussed what happens if we can't run events in term 4. We could look to hold smaller, syndicate level events if necessary.

Next meeting: TBD 2021

Kate Mitcalfe

Chairperson Houghton Valley Home and School Association

Use of Home and School Donation to the Board

2020 (\$28000)

\$20000 - Librarian

\$4000 - bark for flying fox and playground???

\$2000 bike maintenance

\$2000 flying fox maintenance?

2019 (\$30000)

\$15000 - new chromebooks for years 4-6 and new iPads for years 1-3

\$12000 - new classrooms furniture for Rooms 3 and 4

\$3000 - new bike racks x 2

\$2000 - bike maintenance

\$2000 - flying fox maintenance

2018 (\$27000)

\$15000 - new chromebooks for years 4-6 and new iPads for years 1-3

\$12000 - new classrooms furniture for Rooms 3 and 4

Alongside the 80% donation made, a proportion of the 20% discretionary funds has contributed towards:

- Bikes
- Flying fox
- End of year Fun Day
- Camp costs (transport)
- Snapfish books Year 6 leavers
- \$5000 towards the Swings

Ideas for the use of the 15% discretionary funds (most popular at the meeting *)

- Contributing to this year's noho marae *
- Mural *
- Welcome pack for new entrants (with or without HVS t-shirt) *
- Social event to build community *
- Playground markings/painting the top court *
- Friendship bench
- Planters
- Bus for school camp
- T-shirts
- Sports equipment
- Signage in te reo (Fair)
- Educational signs / decorations
- Cultural events eg visiting performers
- Instruments
- Year 6 leavers books
- Chicken coup upgrade