

# HOUGHTON VALLEY SCHOOL

## Home and School Meeting

**Wednesday 24 February 2021 7:30pm in School Staffroom**  
**Minutes**

**Present:** Kate Mitcalfe, Megan Taylor, Dougal Wylie, Luana Carroll, Nicola du Toit, Fenella Rich, Bret Mckenzie, Jeremy, Vanessa Smith, Amanda Berkahn, Emma Hayes-Smith (Quorum 4+1)

**Apologies:** Sarah Wylie

**1. Previous Meeting Minutes:** Approved by Kate and Bret

**2. Board Report**

There has been a lot of transition recently. Kelly and Georgie were elected to the Board. There were two resignations. Lots of people offered their help when they heard about the resignations which was encouraging. Mike and Vanessa have been appointed to the Board.

Bret presented the school's strategic plan.

**3. Principal Update**

Everyone has hit the ground running.

The parent app has been released. The school is taking a slow and steady approach to its use based on the experience of other schools. Once it has been up and running for a little while, Luana is keen to get feedback.

The school has appointed Henare Parata to take kapa haka for years 5 and 6.

The school policy for review is home learning. If you have any views, please feed it in.

The blue t-shirts used for school shorts are no longer being produced. This provides an opportunity to design a new one. The design will be put out to kids and parents.

**4. Teacher's report**

Emma has just joined the school. She talked about how happy she was to have landed somewhere so supportive. She talked about how term one is all about building relationships and rapport. The inquiry topic for the middle syndicate is about exploring surroundings.

**5. Finances**

Our financial year ends 31 January so Dougal has been finishing up the accounts. Last year we did really well all things considering. Our revenue was \$45,000 which is only a slight decrease from previous years. The operating profit is \$34,000. We donate 80% of this to the Board for them to use and retain 20% for Home and School's discretion. Last year we did not spend much of this amount.

Our main sources of income are fair, t-shirts, bake sales, calendar. The quiz used to have a fundraising element but recently we have had more of a focus on the social element.

Every year we use some of our 20% for a contribution towards the school camp, a Snapfish book leavers present, and contributions towards the flying fox and bike track maintenance.

**6. Class rep system**

Fen presented on the class rep system which she and Nicola will coordinate. First of all - it needs a new name. A suggestion was made for whanau reps.

We have had this for a few years now so are looking to strengthen and finetune. The purpose of these reps is to support opportunities for parents to socialise and get involved, to welcome new whanau members, and provide connections for parents who aren't at school much. Sometimes class reps have been discouraged by not many people attending things they have organised but it is hard to find something that suits everyone and any connections made are valuable.

Fen and Nicola are looking at how to recruit and support the class reps. A note will go out in the newsletter and word-of-mouth is often best. The upcoming school interviews provide an opportunity to recruit and get contact details.

It was agreed that Home and School would provide a biscuit budget for any Home and School meetings (up to \$20 per meeting).

Thanks to Fen and Nicola for taking this on.

## **7. Home and School Events**

This year rather than having two formal meetings a term we are going to have one formal one and one social one. This term we will host a breakfast meeting at 8am on Friday 19th March before the school Hui. Sarah, Nicola and Fen will host this - it is a chance for people to learn more about Home and School, the class rep/whanau rep system and to chat informally with other people in the community.

Kate proposed that we offer \$20, no questions asked, to enable people to attend a Home and School event (this might be used for babysitting costs, petrol/transport, costs of participation if it is in a cafe or bar, amongst other things). The meeting agreed to give this a go.

We are also looking at holding another evening talk like last year (Kathryn Burkett). Vanessa is talking to Inside Out about them holding a talk on gender and gender diversity. Vanessa is still talking to other whanau at school that might be particularly interested to make sure that they know about and are supportive of the idea. The meeting agreed to offer up to \$500 towards this event (with a koha bucket also circulated at the event).

Megan offered to organise the first bake sale of year with Rimu and their buddy class. This will be 9th April.

## **8. Next meeting: TBD 2021**

Kate Mitcalfe

Chairperson Houghton Valley Home and School Association