



## Home and School Committee Meeting

### Minutes

**Place:** Robyn Fountain's

**Date:** Tuesday 9<sup>th</sup> July 2013

**Time:** 7:30pm

**Chair:** Carryn Poki

1 **Present:** Rachel, Jodi, Sarah, Jo M, Haidee, Robyn, Lauren, Julianna and Carryn.

2 **Apologies:** Gaby, Leah, Nicky S and Elly.

3 **Actions from last meeting:**

- *Drive way:* Tanya to ask whether the management team would like us to pay for another sign for the gate to try to prevent parents using the driveway.
- *Bike Track:* Sarah to send link to the presentation by the Bike on Trust Charitable Trust to Committee members
- *Database:* Sarah to compile a Home and School donation database. Gaby to provide her with the triathlon database and Carryn to provide her with the 2012 donation database. Rachel to also send any donation information she has to Sarah.
- *Cellphones* – Rachel to discuss her contact with Robyn. Robyn to place a notice in the newsletter.
- Tanya to send a thank you note to the Athletic Club. Robyn to check with Tanya regarding this.

4 **Treasurers Report**

- Nothing much has changed since our last meeting. We had the movie night which raised around \$650.00. We purchased more board games – using \$500 from a grant and then adding \$100 of our money to purchase a few more bags of blocks.

5 **Bike track**

- Progressing slowly – waiting to meet with the contact from Downers.
- We have put in a grant to GWRC with information regarding how students have got to school over the week. We will be notified early in the 4<sup>th</sup> term if we are successful. The grant is for \$1,000.

6 **Term based fundraising for 2013**

*Movie night*

- *It went* well and it was a great movie. Well done Jodi and Elly! One of the points that Jodi made was next time it would be good to get all the information up front. As Kerry is quite a seller of tickets we need to check with her regarding possible dates as this made quite a difference.
- Jodie to send her donation information to Sarah for the database.

*Disco:* Carryn and Sarah.

- Booked for 16 August – outside school hours.
- Jemma is doing the music

- Have hired a light
- Gaby is checking with her brother about obtaining the bigger lights again but not a definite.
- Helpers: Jo Marshall (junior disco), Jo B, Julianna, Sarah, Jodi (senior disco), Robyn, Rachel, Elly, Haidee (junior disco).
- Carryn to talk to Tanya to see if she can get about 2 teachers to help out with the junior disco and about 5 for the senior disco. Mainly for someone who knows the kids with regard to home time.
- If anyone sees drinks on sale please txt Carryn.
- Need to check with Steve to see if we can borrow towels
- Sarah to ask Kerry whether we can have access to the staff room for the junior disco – a place for caregivers to relax and still be close for their children. Also a great opportunity for someone from H&S to be there chatting about what we do.
- Jodi to purchase lays in blue and yellow (20) to identify H&S during the discos. Then pass onto Carryn.
- Sarah to discuss with Kerry the availability of the “contact list” and first aid when checking on the availability of the staff room.

7 **Bike Track:** Progressing slowly. The board has allocated \$15,000.

8 **Playground:**

Carl is still waiting to meet with the person from Future Landscape. Once sign off occurs it will be all go.

Carryn is trying to find out whether we can still utilise the old playground equipment – may have to sand blast it again to make it viable.

9 **Other fundraisers:**

*Meadow fresh:* Melanie has asked if anyone else was willing to take this on. Rachel to discuss with Cheryl as to whether she would like to work with her on it.

*Nigel Latta:* Robyn raised the idea of having Nigel come and speak at a fundraiser. She has contacted them and they will get back to us late August as to possible dates. They do have a lot of requests so it will be a wait and see.

*Gala:* Jodi mentioned the possibility of having a Gala. Sarah advised that Kerry was quite keen on the idea. We could have a “rent a space” type of scheme, also have locals providing rides for the children in a variety of different vehicles. It was suggested that a small group get together to discuss the possibilities. Maybe after Jodi has had a chance to talk to Kerry. Potential date would be November 2014.

*Book covers:* Robyn talked about the possibility of linking into the fundraising that ezcover offers. Robyn to send the link around to the Committee members.

10 **Grants:**

No grants in the pipeline. The school will be compiling one for the Mana Community Grants Foundation in July. Rachel was waiting to hear from the “bike group” as to what grants they wanted to apply for so we don’t double up. Carryn advised that Kerry would like to add to the wish list a BBQ and more team uniforms.

Rachel asked Sarah to complete the accountability report for Hutt Mana Charitable Trust.

11 **General Business:**

*Quiz night:* Carryn to touch base with Lucy re the quiz night and whether she was still available.

*Awareness of H&S:* Jodi asked whether we should do a bit of a drive for the H&S Committee and get friends to come along at the AGM to see what we do.

It was also suggested that we could have our own face book page that is linked to the parents and school face book page. Something to think about for our next meeting.

*Nicky S:* Nicky has asked to stand down as a Committee member and be placed on the “helpers” list due to her working full time for the next two terms.

12 **Next meeting:**

Tentatively booked for Thursday 5<sup>th</sup> September at Jodi’s place (46 Waiuta Street)

AGM tentatively booked for Thursday 7<sup>th</sup> November.

The meeting concluded at 9:25pm.

**Action Points:**

1. **Drive way:** Tanya to ask whether the management team would like us to pay for another sign for the gate to try to prevent parents using the driveway.
2. **Bike Track:** Sarah to send link to the presentation by the Bike on Trust Charitable Trust to Committee members
3. **Database:** Sarah to compile a Home and School donation database. Gaby to provide her with the triathlon database and Carryn to provide her with the 2012 donation database. Rachel to also send any donation information she has to Sarah.
4. **Cellphones:** Rachel to discuss her contact with Robyn. Robyn to place a notice in the newsletter.
5. Tanya to send a thank you note to the Athletic Club. Robyn to check with Tanya regarding this.
6. **Movie night:** Jodie to send her donation information to Sarah for the database.
7. **Disco:**
  - a) Carryn to talk to Tanya to see if she can get about 2 teachers to help out with the junior disco and about 5 for the senior disco.
  - b) If anyone sees drinks on sale please txt Carryn.
  - c) Need to check with Steve to see if we can borrow towels
  - d) Sarah to ask Kerry whether we can have access to the staff room for the junior disco.
  - e) Jodi to purchase lays in blue and yellow (20) to identify H&S during the discos and pass onto Carryn.
  - f) Sarah to discuss with Kerry the availability of the “contact list” and first aid when checking on the availability of the staff room.
8. **Meadow fresh:** Rachel to discuss with Cheryl as to whether she would like to work with her on it.
9. **Book covers:** Robyn to send the link around to the Committee members.
10. **Grants:** Sarah to complete the accountability report for Hutt Mana Charitable Trust.
11. **Quiz night:** Carryn to touch base with Lucy re the quiz night and whether she was still available.