

# THE HUTCHINS SCHOOL PARENTS' ASSOCIATION

Meeting Minutes

6<sup>th</sup> February 2019, Board Room



**Meeting Opened:** 6.35pm

**Present:** Jo Bourne, Anna Yard-Cumming, Lou Christie, Dr Rob McEwan, Anthony Gunton, Georgia Burbury, Claire McQuillen, Krysta Brocklehurst, Dayana Baker, Melanie O'Brien

**Apologies:** John Groom, Alli McShane, Pam Crawford, Jane Yarnham, Sarah Rowley, Julie Silifant.

**Acceptance of Previous Minutes:** Moved – Anna Yard. Seconded – Claire McQuillen.

## **President's Report:**

Lou welcomed everyone to the start of a new school year and highlighted a key goal for the year being to build attendance and involvement with the Parents Association. The PA warmly welcomes new members. Lou spoke of the upcoming New Parents Cocktail evening to be held on the 15<sup>th</sup> February, a number of the PA and partners will be in attendance. Lou also noted a new parent's letter will be sent to parents on behalf of the PA.

## **Treasurer's Report:**

To be tabled at meeting scheduled for 26<sup>th</sup> February 2019. Latest financial report to be followed up with Gina.

## **Headmaster's Report:**

- Dr Rob McEwan noted the boys had a great start to the new school year. The Hutchins School welcomed a new Deputy Headmaster, Richard Davies to the school. It was also noted that the Head of Early Years role will be advertised shortly.
- Dr Rob McEwan noted the exceptional results for Year 12 2018 with 100% of boys receiving a Tasmanian Certificate of Education. TCE Graduation rate 100% is creating pathways for boys.
- There were a number of building works that were completed during the end of year break being painting, lighting, air-con in the Early Learning Centre and the renovation of the art classrooms in the Junior School.
- Hutchins are currently trialling an online canteen ordering system, noting however students will still be able to purchase on the day. Action – Dr McEwan to follow up the distribution of current canteen list. The school is also undertaking accreditation through the Tasmanian Canteens Association, and are seeking a gold accreditation for the Junior and Middle School.
- C-Saw will be introduced as a communications tool to provide feedback on student progress. ELC to be implemented for use by teachers and students. Diaries have been re-introduced in the Junior School.
- Rory still be used for Middle and Senior School.

## **Correspondence:**

- Email received from Jenny Manthey and Rebecca Terry thanking the PA for contribution for outdoor play equipment.
- Lou Christie received a Thank You Letter Lou from the recipient of the Senior School PA Prize awarded at Speech Night 2018 (Action – Lou to forward the letter to PA members).

## **Actions arising from previous minutes**

- Playground equipment update – considering maximum available for playground. Part of broader planning including greening and fencing. Playground consultant details have been passed to Dr McEwan.
- Table Tennis Tables – Lou and Rob had followed up. Action – Rob to follow up the current status.

- Boarding House – Jo provided an update. All of the furniture has arrived which is being used already, has added to the space, a more communal inviting space. Artist still a work in progress. PA to be invited to a dinner at the Boarding House.

#### 2019 Events:

- The aim is for one PA event per term
- The year will kick off with the New Parent Cocktail Dinner to be held on 15 February, Lou has RSVP'd on behalf of the PA.
- The Information event for K-12 new parents will involve PA representation with Lou to speak.
- Blokes and Spokes (Lou is Coordinating) and will be held on 3 March 2019 to be sponsored by MyBike.
  - Water Trailer, TasWater don't have a facility. Action - Hobart City Council to be followed up.
  - Coffee – sponsorship opportunities to be considered and put forward where appropriate.
  - Need volunteers to assist with the Marshalling, Boarders could be involved.
- The first Community Hub for 2019 is to be held on 8 March 2019 @ 8.45am
  - Richard Davies – Meet and Greet
- Colour Fun Run
  - Alli has been liaising with School regarding event and will forward the details
- Other Events: Magenta and Blacker, opportunities for PA to be more involved. Run on separate year to the Fair.
- High Tea – as a potential opportunity.
- Potential Event for Term 4 – Movie on the oval, with food options available, e.g. Woodfired Pizza.
- High Tea – add to calendar – tentative placeholder for late, e.g. 23 June 2019.

#### 1. Class Representative Program and Planning for 2019:

- Some grades don't have a class rep yet. Opportunity to meet with the reps before. Reps to be invited to the new Parents Evening. Action – Invite Class Representatives to the next PA Meeting.

#### 2. PA Roles:

- There are Coordinator Roles being:
  - Mother's Day and Father's Day Stalls – Anna happy to stay on as Coordinator.
  - Blokes and Spokes – Lou happy to stay on as Coordinator.
  - The Parent Year Group Coordinator role is vacant for 2019.
  - PA Executive Roles to be appointed at AGM to be held on 26 March 2019.
  - Darryl will attend the next PA meeting to talk about the role of a volunteer.

#### Business Arising

- Dr McEwan provided an update on the policy for the setting of class sizes within the Junior School.
- Uniform considerations for next year's year 6 students who will be moving into the Middle School, communication on uniform changes needs to be provided in advance so parents can make informed purchasing decisions.
- Braid colours were discussed regarding school colour schemes depending on grade and the need for clarification to be provided.
- Awards system was discussed and how the points system worked which needs to be clarified and communicated to respective parties (Action – Dr McEwan to follow up).
- Use of the urn, to investigate what is currently provided in years 10-12.
- Change in uniform requirements in years 7 and 8 where a double period of sport was held. Feedback has been provided noting a level of appreciation for the change. The change was a direct result of feedback from the Parent Survey undertaken during 2018.

Meeting Closed: 8.20pm

Next Meeting: Tuesday 26 February 2019, 6.30pm.