

THE HUTCHINS SCHOOL PARENTS' ASSOCIATION

Meeting Minutes

20th November 2019, Board Room



Meeting Opened: 6.38pm

Present: Dr. McEwan, Alli McShane, Dayana Baker, Krysta Brocklehurst, Georgia Burbury, Jane Yarnham, Patrice Lawrence.

Apologies: Anna Yard-Cumming, Jo Bourne, Lou Christie, Anthony Gunton, Claire McQuillen.

Acceptance of Previous Minutes: Moved – Dayana Baker. Seconded – Alli McShane.

Headmaster's Report: Dr. McEwan provided an update on staffing appointment. Junior Head of Teaching and Learning – Cath Hogan, Senior Head of Teaching and Learning – Ian Bellow. Naomi Pritchard-Tiller Director of Kindergarten. Matt Groves Acting Outdoor Education, role to be advertised in the new year. The Board and Executive Team have commenced Strategic Planning process. Accreditation process has commenced. Strong appointments for 2019. Kate Doherty Deputy Head of Junior School Pastoral Admin.

Treasurer's Report: As per Financial Report 19.11.2019.

President's Report: Playground equipment discussion, have a representative on the Planning Committee (Bec Terry and Sam Fenney and school representatives). Alli to talk to Anthony, also opportunity to have students involved, e.g. metalwork and woodwork.

Correspondence: None received.

Actions arising from previous minutes

- None.

Agenda Items

- Scholarship – motion approved at previous meeting. Withdraw the motion.
- Volunteer Morning Tea not to be held in 2019 due to time constraints in Term 4 and notice periods.

Business Arising

- Parents Association Speech Night Award – Year 6 Award, and a Middle School Award.
- Virtus Article, and Magenta and Black article.
- Year 7/8 BBQ reps to attend to answer questions regarding the Parents Association.
- Braid/Badges – Colours are now badges, except the TCW badge which is still embroidery. Uniform Committee advises that all systems will all go to badges so they are easily transferrable. Action: Rob to follow up with Ken Kingston. Georgia to follow up with the Uniform Committee.
- Feedback about Committee Hubs and meetings to take into account timing constraints. One per term pre-school pick-up, once a year a Community Hub. Timing to be tested as part of a Survey.
- Parents Association Survey – timing is important, middle of Term 1 (week 7 or 8). PA email address.
- Consideration of information to send to families. Action - Alli to follow up with Stuart Hammond regarding enrolment pack information.
- Database to generate Thank You Letters after each event.

Next Meeting: TBA.

Meeting Closed: 8.44pm