

THE HUTCHINS SCHOOL PARENTS' ASSOCIATION

Meeting Wednesday, 17th May 2017
Boardroom (Conference Centre) 6.30pm



Meeting Opened: 6:30pm

Present: Melita Griffin, Anna Yard-Cumming, Jan Glover, Susanne McKay-Nugent, Melanie O'Brien, Julie Sillifant, Dr Rob McEwan, Claire Orlikowski, Lou Christie, Naomi Arnold, Pam Crawford, Georgia Burbury, Jane Yarham, Ellen Crehan

Apologies: Dayana Baker, Amanda Phair, Sandra Barnes

Acceptance of Previous Minutes:

Moved: Anna Yard-Cumming

Second: Susanne McKay-Nugent

President's Report

- Mother's Day Breakfast
 - Very successful event
- Continuing discussions and updates with various key staff to discuss connections with PA including Gina Fenney, Jenna McPhie, Chris Brown, Michelle Mizzen

Treasurer's Report

- 1st Feb, 2017 – 30th April, 2017 Statement attached

Headmaster's Report

Many new initiatives happening in and around the school:

- Launch of the 2-12 program. Well received and wonderful new program. Continuing throughout the year and culminate at end of year with Chapel service. 10 year reunion will be held.
- Kindness Tree – visible reminder about acts of kindness
- Successful De Vinci Decathlon competition for Hutchins
- Dance Troupe going to Brisbane to compete nationally and have achieved excellent results
- Piaget Visit – Bill Topin attended unveiling of plaque
- Smith Family – Have had discussions with Lesley from Smith Family, discussed importance and value of student engagement with this organisation
- Reviewing Centre of Excellence, more support for years 8,9,10. Building a "Culture of Excellence" including both support and extension
- Reviewing boarding – Aust. Boarding Association to interview staff and boys
- Site plan, developing well and draft nearing completion. Will go to the Board and priorities identified. Review of how school can create a "cultural heart" whilst also providing indoor area that can accommodate entire school population
- P9 – how to leverage from the team building and resilience developed in that year. Bill Jennings father and mother evenings. Investigating options around Y8 support. Going beyond school and how PA can work with the school.
- Webber Lecture – Monday 22nd May, 2017.
- Alcohol Support resource to help families to build understanding about the impact of alcohol on growing brains. Start at Y8/Y9. PA can have powerful impact. Further investigation on resources.

Correspondence

Nil

Actions arising from previous minutes

Item	Action
1. Community Event - Parents Association and Old Boys event	Anna Kirkland to raise at next Hutchins Old Boys meeting
2. Parent Engagement Hutchins Community Hub (parent engagement morning tea) <ul style="list-style-type: none">• Monthly morning tea, planning progressing well. Chris Brown also keen to support. Tentative booking has been made (2nd June, 2017 10am-12pm). Communication to all parents and carers will be sent soon.• RSVP required from PA members who are able to attend• Review after event at the next PA meeting	Update from Jan, Melita PA members to email Melita if able attend Parent Engagement Morning Tea

<ul style="list-style-type: none"> Request that a formal invitation is sent for the first event Melita to take back to Chris and Sarah for inaugural event <p>Fridge magnet idea for 2018</p> <ul style="list-style-type: none"> Includes all term dates and all event dates. 	<p>Investigate having a formal invite created and sent out <i>Melita</i></p> <p>Follow up how we can progress this <i>Melita</i></p>
<p>3. 2017 Events</p> <ul style="list-style-type: none"> Fair, Magenta and Blacker <ul style="list-style-type: none"> Discussions with Jenna how PA can support Option for a wine stall. Note: RSA implications Date – TBA Ladies High Tea, 2nd July 2017 <ul style="list-style-type: none"> 230 places available Ticket Sales have been released Sourcing an MC at the moment Marketing underway – flyers, Facebook, word of mouth etc. Major Raffle – Excellent prizes have been donated Fashion parade organised Upcoming Webber lecture Quiz Night – long w/e in 9th June. PA table. <ul style="list-style-type: none"> Anyone interested please email Melita 	<p>Date for 2017 Magenta and Blacker <i>Melita</i></p>
<p>4. Constitution Amendments</p> <ul style="list-style-type: none"> Meetings PA Roles and Responsibilities 	<p>Ongoing. <i>Melita</i></p>
<p>5. PA Funding Criteria and Application</p> <ul style="list-style-type: none"> Feedback on other schools processes (Adam) 	<p>Ongoing. <i>Theresa Dilger, Pam Crawford & Melita Griffin</i></p>
<p>6. Bike Racks</p> <ul style="list-style-type: none"> Request to have more available bike racks as there is not enough for the current number of bikes 	<p>Rob to investigate where this is at</p>
<p>7. Student Reps at PA Meetings</p> <ul style="list-style-type: none"> It would be great to have a student voice at meetings from PA would like to extend invite to Prefect Board and/or SRC 	<p>Rob to extend invite to student reps</p>

Business Arising

Item	Action
<p>1. Electronic Notices</p> <ul style="list-style-type: none"> Some feedback that parents missing paper notifications Rory is being modified so notices easier to access Rory updates, push notifications being developed App for Rory currently available to parents Michelle to facilitate Rory Information Sessions PA information sessions also requested Request for someone to be available at Community Hub to provide support Knowledge Base/FAQ/Video Help as well 	<p>Lou and Melita to progress FAQ and Video Help around Rory</p>
<p>2. Mother's Day Stall Update</p> <ul style="list-style-type: none"> Thank you to Anna and team Improved communication is required A lot of help, very grateful Coincided with NAPLAN Challenges around timing, availability around timetable Profit: approx. \$800 Anna to provide feedback for 2018 Possibility to extend to MS in future 	<p>No Further Action</p>
<p>3. Year 3/4 Sailing Program</p> <ul style="list-style-type: none"> Offered to Grade 3 and 4 Only 12 boys are offered position at beginning of year If boys are not turning up to this opportunity, boys who are on the list will miss out. Request for a better/fairer process. 	<p>Rob to follow up process and concerns</p>

<p>4. Term 1 Reports</p> <ul style="list-style-type: none"> • Feedback that the Term 1 reports for MS and SS are very brief and don't provide sufficient information to parents regarding student progress • Parents should be able to drill down on results through looking at Rory however this does not appear to be occurring • Feedback that Rory seems to have intermittent use by teachers and difficult to track student progress 	<p>Follow up with Director – Teaching and Learning <i>Rob</i></p>
<p>5. PA Response to Families In Need</p> <ul style="list-style-type: none"> • Follow on from Adam's feedback from previous school • Discussion around having a formalised process to ensure families are supported • Agreed process – all communication via school who will offer PA support to the family • Case by Case Basis • Information to be added to PA website to promote support 	<p>Draft statement for PA website <i>Melita</i></p>
<p>6. Welcome Phone Calls to new families – update</p> <ul style="list-style-type: none"> • Emma Griffiths to arrange • Details will be sent to Melita who will source a PA representative to make a welcome phone call • Include invite to Community Hub morning tea 	<p>No further action</p>

Meeting Closed: 8:03pm

Next Meeting: 28th June, 2017