

**Cashmere Avenue Home and School  
Meeting Minutes  
2 November 7.30pm - Zoom Call**

**Present:**

Sonia Glen, Sara Heath, Wendy Hoar, Jess Maurice, Amanda Rossiter, Debbie Jeffery, Vicki Chalmers, Rachel Rix.

**Apologies:**

Karen Eggers, Sam Bennett, Belinda Borrie, Kirsten Richards, Jodie O'Doherty, Rachel Porteous, Sarah Polaschek, Kate Christie.

**Minutes of the last meeting**

Approved.

**Correspondence in**

Neonatal Trust letter, handed to Student Council for consideration.

**Finances**

Sonia read a written update from Karen.

**Quiz night**

Before expenses our total Profit from the Quiz night was \$7,330.52. After expenses we made \$6,249. This was a superb effort from Jodie with an amazing contribution from Mike, New World.

**Financial Update - End of Oct 2020**

The H&S account balance is currently \$47,663. An increase of just over \$4,000 since end of September. We have continued to have money come in from Spellathon and the Quiz night table bookings.

The end of October balance does not include funds raised that are yet to come in:

- \$946 T3 Sausage Sizzle
- Inspire photo sittings (and any photos ordered),
- Calendar Art
- Cash from Quiz night Banked today (\$1235)
- Any other T4 fundraising events

Given the healthy bank balance, Karen recommended that the Committee donate to Cashmere Avenue School BoT \$26,000 .

The Home and School Committee discussed and agreed to donate the recommended \$26k to the CAS Board of Trustees.

Sonia agreed to express huge appreciation to the school community for this amazing achievement. Rachel Rix, on behalf of the Board, agreed to mention this in the Board Shorts.

## **Teacher report (Jess )**

Thanks to Home and School for the Quiz. Busy term for the teachers with writing reports.

Kapahaka festival was filmed last week. Thanks to Sonia for helping. Athletics Day for middles and Seniors. Northern Zones today.

### **Junior school:**

Mahitahi – The children have been mixed up and going into other classes for 30 minutes in order to help with the transition into new classrooms next year.

Anna doing great job settling the new entrant children.

Learning about Kaitiaki – how to look after school environment. Room 14 and 15 have been making mazes.

Year 2 hub kaitiaki enquiry – split into three main groups – animals, plants and climate change. Children have chosen one topic that interests them and then created a list of wonderings that are then taught by the teachers.

### **Middle School**

ICAS for middles and seniors. Proud kids at assembly. \

Middles have noho marae trip – over two days. Busy learning pepeha and waiata. Excited to go on trip. Practicing for talent quest.

### **Senior School**

Seniors, little garden, paper art and athletics.

## **Principal's report**

### **Quiz Night**

What an excellent night this was! Thank you to our H&S team, particularly Jodie. The community all engaged and the vibe was loads of fun. Thank you for the way you took yourselves away to 'wait' and 'serve'.

## Home and School, Board of Trustees Meeting

Another meeting well appreciated by the Board and myself. The board commented in their meeting that there is a genuine partnership between the two groups and that we are fortunate for the commitment of you all. We gained a better sense of who the H&S are and what the needs from the Board are.

## Donation request

The school is seeking a donation from the H&S Committee for \$26, 000. The donation would go towards supporting the maintenance of our library, literacy support material to accelerate student outcomes and to buy other curriculum consumables.

These are items the school is not funded for. \$1000 of the \$26, 000 would be to donate funds towards administration costs incurred from fundraising activity.

## H&S SOY Picnic

It would be excellent to plan a picnic for the start of next year. Thursday 4th or Friday 5th of February... what is the best date for staff (Jess?) and the whānau?

## Classes

These will be out at the next newsletter (all going well!). We have a big challenge due to the size of the Year 4 cohort and trying to keep classes below 30. Excitingly, I'm pleased to report a great number of New Entrant enrolments for 2021!

## Matters arising from last minutes

### *Action points from previous meetings*

<b>Action</b>	<b>Who</b>	<b>Status</b>
Correspondence in	Amanda	Completed
Minutes onto H&S page on CAS website	Sonia	Completed / Ongoing
Kaitiaki focus, Sam to bring in ringa ringa plants that a neighbour has just pulled out to contribute to the cross school activities	Sam	Completed
Virtual Assembly - email the link to the most recent virtual assembly to the CAS community.	Kate	Completed
Quiz Sonia to check in with Jodie to make sure things are on track for this event which will only go ahead if we revert to alert level 1	Sonia	Completed

Fair - email possible dates to hold a Fair related discussion to key Fair committee members, H&S committee members, Kate, David and Jess	Sonia	Completed
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## General Business

There was discussion about active and planned fundraising events:

### Term 4 Bake Sale

Agreed the calendar is already looking busy so not to hold a Bake Sale in term 4.

### Ice Block Day

Sam has kindly agreed (via email) to do the ice block day. Sam to confirm that the 11 December works and that we should adopt the donation approach (the same as last year).

### Term 4 Disco (27 Nov)

Jane has stepped down. Jodie has agreed to take this on. DJ booked. Earlier time confirmed.

## 2020 review / 2021 Fundraising goals

### Fair – Term 1 (end of March)

Sonia has been aware of the need not to put too much demand on people. Recognition that 2021 will be Sonia's last year. Keen to hold a toned down fair in late March. Dates are difficult so potentially looking at a Saturday 11-2pm (3 hours instead of 4).

A toned down fair would mean removing some of the more time consuming areas of the fair like jumble, clothing and the auction.

It would be great to create something new for the community (no widespread advertising).

Sonia to send an email asking for ideas and volunteers to help. Also need to identify a shadow. This is a good opportunity to refocus the fair, to remarket the opportunity to lead it which may be less daunting than the full scale fair.

### Term 2

#### Bake Sale

Sausage Sizzle – need to remember to communicate to teachers a reminder to write the numbers on the hand.

Disco - need someone new to run the disco. Discuss with any interested parents at the Home and School Picnic in February.

### **Term 3**

Athon – To speak to Kirsten about running this for 2021 with support from others. To discuss In term 2 whether it is a Mathathon or something different.

Calendar Art – quite an easy fundraiser for Debbie and teachers. Sara has agreed to shadow Debbie for next year.

T3 – Disco – discussed the possibility of changing the day from a Friday but agreed that everyday has the same issue.

Entertainment Book – very easy to pick-up. We will look for someone new to shadow Debbie next year.

Sausage Sizzle

Bake Sale

### **Term 4**

Inspire – more work than initially considered. Very popular. Raise approx. \$2k. Debbie would look to streamline it next year. Simon from Inspire said he wouldn't do it like this year, two days in a row but we could book him for consecutive weekends. To discuss with Kate.

Quiz -

Ice Block – we will look for someone new to shadow Sam next year.

### **Date for H&S Meeting**

### **Summary of Actions Arising**

<b>H&amp;S</b>	To present Mike with a Christmas gift on behalf of Home and School (Chocolate as an idea)
<b>Karen</b>	On behalf of the Home and School Committee, to donate \$26k to the CAS Board of Trustees.
<b>Office</b>	Home and School, Start of the Year Picnic – Thursday 4 February, start time of 5pm. Add to the school calendar for 2021. Communicate to new families.

<b>Sonia</b>	To sort some possible dates for the 2021 Fair (late March) and to also take the opportunity of a new look fair to seek ideas and new input / volunteers.
<b>Debbie / Kate</b>	School Photos 2021 – Debbie to liaise with Kate about school photos / fundraising.
<b>Sonia &amp; Karen</b>	To sort new Bank Account signatories
<b>Sam</b>	To confirm that 11 December works for the ice block day and to also continue with the donation approach.
<b>Sausage Sizzle team</b>	In 2021 to remember to remind teachers to write the number of sausages ordered on the kids hands.
<b>Sara</b>	To shadow Debbie for Calendar Art next year

### **Other**

*Nil*

Meeting closed at 9.20pm.

### **Next meeting:**

- **Christmas meeting 7<sup>th</sup> December**

**cc CAS Office**

**DRAFT ONLY****2021 MEETING DATES**

Meeting date	Term and week	Food and drink roster	H&S Event	BOT meeting dates
22 February	Term 1, week 4			
29 March or 12 April (before or after Easter)	Term 1, week 9		Fair	
10 May	Term 2, week 2		AGM	
28 June	Term 2, week 9		Bake sale Sausage sizzle	
9 August	Term 3, week 3		Disco	
27 September	Term 3, week 10		( )athon Bake sale Sausage sizzle Calendar Art	
2 November	Term 4, week 4		Bake sale	
6 December	Term 4, week 9		Quiz Disco Ice blocks	

Term	Start	End
1	<b>Wednesday 3 February</b> <ul style="list-style-type: none"> <li>School holidays: Saturday 17 April to Sunday 2 May</li> <li>Waitangi Day Observance Monday 8 February</li> <li>Good Friday 2 April, Easter Monday 5 April, Easter Tuesday 6 April</li> </ul>	<b>Friday 16 April 2021</b>
2	<b>Monday 3 May</b> <ul style="list-style-type: none"> <li>School holidays: Saturday 10 July to Sunday 25 July</li> <li>ANZAC Observance is Monday 26 April (during the holidays)</li> <li>Queen's Birthday Monday 7 June</li> </ul>	<b>Friday 9 July 2021</b>
3	<b>Mon 26 July</b> <ul style="list-style-type: none"> <li>School holidays: Saturday 2 October to Sunday 17 October</li> </ul>	<b>Fri 1 October</b>
4	<b>Mon 18 October</b> <ul style="list-style-type: none"> <li>School holidays begin Thursday 16 December</li> <li>Teacher Only Day: Friday 22 October,</li> <li>Labour Day Monday 25 October</li> </ul>	<b>Wednesday 15 December</b>