

# THE HUTCHINS SCHOOL PARENTS' ASSOCIATION

Meeting Minutes

2<sup>nd</sup> July 2019, Board Room

**Meeting Opened:** 6.32pm

**Present:** Dr. McEwan, Alli McShane, Claire McQuillen, Krysta Brocklehurst, Georgia Burbury, Anna Yard-Cumming, Jane Frazzica, Krysta Brocklehurst, Lou Christie, Anthony Gunton, Sarah Rowley.

**Apologies:** John Groom, Dayana Baker, Patrice Lawrence, Jo Bourne, Melanie O'Brien, Julie Silifant.

## **Colour Fun Run**

Intention for children to contribute to Playground equipment for the Junior School playground and use the Colour Fun Run as a potential fundraiser. Activity would need to consider the Junior School calendar. Consideration of reframing the event to ensure all stakeholders are aware of what the PA's role is and how it contributes to the school.

## **Father's Day Stall**

Gifts have been purchased. Chocolates funded by PA worked well for the Mother's Day Stall so will continue for the Father's Day Stall. If able to assist with bagging/wrapping contact Anna. Action – Lou to send out an email request looking for support.

## **Year Group Parent Program**

Lou to start ball rolling Term 3. Ongoing consideration of how to manage the Facebook page for different year groups as part of the activities of the Year Group Parent Program Coordinator.

## **Magenta and Blacker**

To be held Friday 23rd August. PA to run the Bar. Alli considering volumes for the evening. Serving of alcohol, RSA advice to be sourced and licencing information. It was noted Jo has an RSA licence. Look for donations.

- < Jenna has provided information to Alli to support the process.
- < PA retain the profits from the Magenta and Blacker.
- < PA will be doing the bar as per previous years.
- < Alli tentatively contacted Willie Smiths, agreed to provide a sale on return arrangement.
- < Lou volunteered to help man the two entrances. Lou to coordinate the roster and volunteers. In previous years, glow sticks were provided to students at the gate. Action – Lou to coordinate gate support.
- < Roster to man the bar, food options already covered.
- < Mulled wine recipe to be sourced.

## **Blazer Braiding/Uniform**

- < Uniform Committee is going to be re-established with parents to be involved.
- < Remove braiding in the Middle School which will be replaced by badges. Embroidery in Middle School can stay on blazer for Senior School. Braid will go. Badges can continue to be worn in Senior School. Badges to replace braid. Start fresh in 2020.
- < Uniform committee will assist in providing clarity to parents and feedback on uniform decisions.
- < Uniform Committee – Action - Rob to talk to Jason and advise of the process for PA to be involved.

## **Hutchins Anniversary Event Invitations**

- < 3 event invitations, sent in the post. Lunch, Assembly and Church Service.
- < Members of the PA are welcome to represent the President, advise Dr. McEwan for appropriate introductory purposes.

## **Work Experience PII. Brad.W**

## Junior Sport

- ◁ Carry forward Junior Sport to next meeting.

## Business Arising

### Canteen

- ◁ Discussion regarding awareness of nutritional elements of canteen menu for awareness and allergen purposes, canteen items need to include ingredient and nutritional info.
- ◁ Previous ordering system provided the ability to be able to note items to exclude + also order half serves.
- ◁ Action – Dr. McEwan to follow up accordingly.

### Feedback from New Hutchins parents