



Baverstock Oaks School
Minutes for FAB Meeting
9 May at 7.00pm

Present: Genee Crowley, Alli Hamilton, Andrew Flannagan, Kylie Lipscombe, Christine Reed, Mel Russ, Mel Hurst, Jenny Young, Geetika Kumar, Toni Baker, Motoko, Chris King,

Apologies:, Niki Besley, Paul Martin, Mia Hellesoe, Sharlene Korewha, Taz Lambert, Esther Yap

Meeting Opened: 7:00pm

MINUTES

1.	<p>Principals Report –Genee Crowley</p> <p>Staffing update – have been advertising for associate principal. Pleased with quality of applicants – narrow down to three. Appointment has been made: Sarah Baleicakau. Experience with special needs, ICT and maths. Starts week 10. Have appointed a teacher who begins week 5 for reception. Still looking for more teacher.</p> <p>Ministry of Education (MOE) have been strict on amount of money we require to get started on info centre. At present this project is on hold.</p> <p>Mary is busy traveling around the world – currently in Ireland</p>
2.	<p>Matters Arising – Kylie</p> <ul style="list-style-type: none"> • School fundraising – in past we have been putting money towards information centre. For 2018 we have will be raising for specific projects. New Pacifica uniforms were purchased in time for Mary’s farewell. • Family photos – mid August (Wayne and Kylie). Kylie contacted those who we used in the past, but has closed down • Mel H – looking at designing flyers to promote fundraisers. Have spoken to Jo Brown who have done a Sausage Sizzle poster. Asked the class if they wanted to do a logo for FAB.
3.	<p>Secretary/special correspondence - Christine</p> <p>Refer to appendix 1 Of note</p> <ul style="list-style-type: none"> • Jo Brown – offer to make Sausage Sizzle banner by Upper 8E

	<ul style="list-style-type: none"> • Mailing lists – Gilmours (do we want to stay on?) • Removed us from Cookie Time emails • No Growth Collative statements – just checking where these have gone, also query amount – follow up with Vanessa
4.	<p>Treasurer/bank overview – Tas/Mel R</p> <p>Double check cross referring of Growth collective- Mel R to ask Vanessa Expenses from March - \$3600 – Pacifica uniform, Mary’s present</p> <p>Total amount in account (note from 25/5/18) - \$12,252.91</p>
	<p>Action items</p> <ul style="list-style-type: none"> • Follow up with Vanessa regarding Growth Collective (Kindo) amounts of payment
5.	<p>Uniform shop update – Mel R</p> <p>\$265.00 beginning of term Will be open 8.00-8.55 am, next Tuesday Touched base with Senior Leadership Team regarding cohort visits – having uniform shop open during 2nd or 3rd visit.</p> <p>Feedback on uniforms has been given to John Russell - reinforcing knees in trousers, marks on polo shirts, straight rather than bootleg style in girl’s trouser legs.</p>
	<p>Action Items</p> <ul style="list-style-type: none"> • Senior leadership to discuss visits during cohort visits
6.	<p>Fundraising goals for 2018</p> <ul style="list-style-type: none"> • Where will the \$\$\$ be spent? First meeting we tabled what are priorities. Discussed how we can do things for all potential members. Eg bus shelters (still awaiting costs) • Enviro gardens – end of block E and property manager’s shed (gets quite a bit of sun)
7.	<p>Term 2 Activity Overview</p> <ul style="list-style-type: none"> • Decide on actions – Fun Run, Entertainment Books, Food Wraps • SS and mufti June 19 • Fun Run - commencing Friday (first FB post). Trying Fun Run instead of Athon for 2018. In 2017 \$17000.00 raised. Other schools have completed eg Cockle Bay \$33, 000. Aim for a target. Will be held 19th June • May 25th launch day – assembly, Kylie will meet with teachers. Kids will have 4 weeks – create online profile. We pay for admin to be completed, so it is taking off the load. Incentive based – children get to choose a prize. To get a prize, you need an online profile. Certificate for everyone who takes part. Parents can choose to opt out if they just want to donate to the school. • Question - does information come in different languages? – can embed a newsletter on website. Kylie to ask Fun Run re language. Send to Frances for website. • We will need help to sort prizes as this is not arranged by Fun Run. Need a backup day for bad weather.

	<ul style="list-style-type: none"> • Teachers will be able to see back end of website to help prod those who have not set up account • Use as practise for cross country – Run in the morning, then sausage sizzle at lunch time. • Entertainment books – 5 digital copies sold, hard copies to be dropped off this Friday • New parent afternoon tea • Food wrap – perhaps park for this term
	Action Items <ul style="list-style-type: none"> • Kylie to follow up with Fun Run regarding different languages • Can we forward/share an email with code to entertainment book so we can share with friends/relatives
8.	Term 3 and 4 activities and Planning Groups T3 <ul style="list-style-type: none"> • Disco – need some help on the night • Family pics – we need someone to help Wayne. Locked in 11-12 August. Can be loaded on Kindo. Need assistance during the weekend. Will use awhina space • Calendars – in school week 6/7 term 3 - Christine/Kate T4 <ul style="list-style-type: none"> • IFF – Refresh for 2018 with more of a carnival – need ideas. We have sold tickets in house, build up to food. – Mel H, Toni, Geetika. Stall holder info • Working Bee – native garden, looking at paths, labels for native trees
	Action Items <ul style="list-style-type: none"> • Nil
9.	General business From Mel B – T-shirt fundraising Could be an idea for fundraising... put house name on t-shirt. Have a look at the link and we can discuss next time https://www.facebook.com/fundraisefactory/posts/1711666622227569 School tracksuits – for school teams. Samples from John Russell. Door prize: Congrats to Toni! Special donation from Kylie and Mel
	Action Items <ul style="list-style-type: none"> •
	PLEASE NOTE – Dates for 2018: <ul style="list-style-type: none"> • 6 June • 4 July • 1 Aug • 29 Aug

- 19 Sept
- 17 Oct
- 14 Nov –
- 5 Dec - finale

Sausage sizzle/mufti on Tuesday

- 19 June
- 28 August
- 30 Oct

Disco

- Thurs 16 August

Meeting closed at 8.05 pm. Next meeting Wednesday June 6.

Appendix 1
Correspondence – April 5 – May 9, 2018

Inward Correspondence – attachments saved Google Drive: https://drive.google.com/drive/folders/1lhuKwDRA2a6KPDTM_W-wQC6jPIGq04Xn?usp=sharing				
Date	Sender	Description	Format	Action
06/04/18	Jo Brown (Teacher)	Upper 8E happy to make sausage banner	Email	Forwarded to Kylie
17/04/18	Charities Services	Free workshop	Email	Noted
17/04/18	Fundraising First aid	Advertising first aid kits for sale	Email	Noted – do we want to stay on mailing list?
27/04/18	Gilmours	Advertising	Email	Noted
02/05/18	DM Dunningham	Statement	Email	Saved to google drive
Outward Correspondence				
Date	Sender	Description	Format	Response