



Baverstock Oaks School

Minutes for FAB Meeting

25th October, 2017 at 7.00pm

Present: Mary Wilson, Kate Keenan, Allison Hamilton, Daryll Powell, Christine Reed, Mel Hurst, Mel Russ, Chris King, Vanessa Walters, Tas Lambert, Wayne Jones, Andrew Flannagan, Daisy Yu

Apologies: Paul Martin, Mel Bool, Esther Yap, Sharlene Korewha, Kylie Lipscombe,

Meeting Opened: 7:00pm

1.	<p>Principals Report – Mary</p> <p>Mary met with MOE regarding building. There has been some delays in the process, so renovation of the classrooms will commence during the summer (new carpets, painting). Different blocks will be renovated during each school holiday period in 2018.</p> <p>Planning for 2018 is well under way with all positions filled for next year. Only three teaching positions were required to be filled with high quality applications for the positions.</p> <p>It is noted that many parents are already applying for leave to miss the end of school.</p>
2.	<p>Secretary: Communication Copies of communication attachments can be found:</p> <p>https://drive.google.com/drive/folders/0B0zUuV_InYS-TE9vR1BOWDJmVDg?usp=sharing</p> <p>Love these covers – email regarding hardcopy materials – discussion in general business Abacus Calendar – liaison regarding calendar art Charities Services – Overdue annual return – Tas to sort</p>
3.	<p>Chairperson Report: Daryll– refer to Market Day</p>

4.	Treasurer's Report: <ul style="list-style-type: none"> • \$27, 000 in FAB account • Market day raised \$1205
	Action items <ul style="list-style-type: none"> • Charities report
Executive Committee Reports	
5	Market Day – Mel <p>A great day with a good community feel to the event</p> <p>Well done to the organising team</p> <p>The market was very visible from the road and worked well in conjunction with voting day</p> <p>Two people required power for their sites, who were charged a small mount extra.</p> <p>The person who was planning to run the snowy machine was unwell, and unable to attend. He was going to give a donation in the form of a percentage of profits.</p> <p>The honey man also gave a percentage of profit, which totalled \$85.00</p> <p>Moving forward, if another market was to be held it is good to completed in conjunction with another event, where there is already foot traffic going through the school.</p>
6.	Tupperware fundraiser: <p>A Tuperware stall was held at Market day</p> <p>There has been no communication to those who made the orders on the day</p> <p>Daryl to follow up with the contact</p> <ul style="list-style-type: none"> •
	Action items <ul style="list-style-type: none"> • Daryll to follow up with Tuperware contact regarding orders taken form Market Day
7.	FAB information sessions: <p>New Entrant cohort visits for visits 3-4 (when parents aren't with the children in the classrooms):</p>

	<p><u>Cohort 8</u> Friday 3 November - Visit 3 Friday 10 November - Visit 4</p> <p><u>Cohort 1</u> Friday 1 December - Visit 3 Friday 8 December - Visit 4</p> <p>It would be good to have a representative attend to chat with the new parents for 5-10 minutes in the morning when parents are in the staff room. The time in staffroom is usually between 9.00-10.00 am. Daryll is able to attend the next cohort. When possible rotate around FAB members to have a representative available.</p> <p>There is also a captive audience at the International Food Festival (IFF), which would be a good opportunity to meet with parents. Either have a stall or have people walk around (in identifiable dress) to chat with parents. Daryll is willing to attend IFF, and also prepared to wear dress up to walk around and chat.</p> <p>Possible ideas - Video on FB or used at cohort visits – testimonials video what we have raised money for, what a FAB meeting looks like, etc.</p>
	<p>Action items</p> <ul style="list-style-type: none"> • Daryll to attend next cohort visit – either November 3 or 10 • FAB members needed for IFF - Daryll
	<p>Uniforms</p> <p>Uniform shop is ticking over</p> <p>Everything after October will be donation</p> <p>Next meeting Mel will have dates for the before school sale. Likely to be 26 January.</p>
	<p>Action items</p> <ul style="list-style-type: none"> • Mel to confirm date for beginning of the year sale
9.	<p>Sausage sizzle - Kylie</p> <p>Next Sausage Sizzle Tuesday November 8</p>
	<p>Action items</p> <ul style="list-style-type: none"> • Notices to go out to students
10	<p>IFF (International Food Festival) – 18^h November, Saturday (New date)</p> <ul style="list-style-type: none"> • Change of date due to Cherry Blossom Festival

	<ul style="list-style-type: none"> • Vanessa contacted stall holders • May not have coffee due to change of date • Same prices as last year money - • Stage and bain-marie have been ordered • Have had two people donate \$400 + \$300 • Roster out to staff and FAB members shortley • Kylie doing drinks and Kiwi BBQ • Bouncy castles need to be confirmed – may need to go with the group who supplied them last year • Help with setting up and during afternoon (Wayne, Christine)
	Action items <ul style="list-style-type: none"> • Confirmation of bouncy castles • Vanessa to arrange notices to go out
	General Business
	Love these Covers <p>From last meeting Genee suggested to contact Paper Plus Howick which is where stationery packs are ordered to see whether info can be added to packs or if they have had any dealings with usable cover suppliers?</p> <p>There may be a change in exercise book type which have a laminated cover, so there may not be the need to have book covers – Christine to liaise with Alli</p> <p>In the meantime the school is listed in the drop down box of schools listed for two reusable book cover companies.</p>
	Action Items <ul style="list-style-type: none"> • Allia and Christine to liaise to see as to whether we proceed with this
	Cling Film – Chris King <p>Chris – PDF document Has brought is samples to have in office - Dunninghams products (tin foil, glad wrap, baking paper and also rolls of wipes).</p> <p>Items will delivered to school</p> <p>Margin for school \$5 per item</p> <p>Next steps is to have communication out to parents.</p>

	Action Items <ul style="list-style-type: none"> Flyer to be ready for distribution
	Calendars A survey was sent as decided last meeting to gain an expression of interest. EOPI was favourable in terms of similar numbers to 2016, so was decided to proceed. Blank artwork and flyer sent home on the last week of term. Art work due back yesterday. Christine to collect and send to Abacus
	Action Items <ul style="list-style-type: none"> Christine to collect artwork and send through to Abacus.
	<p>PLEASE NOTE: Dates for following meetings: 14 Nov 6 Dec – finale</p> <p>Meeting Finished 8.00 pm Next Meeting Wednesday 14 November 2017 – a Tuesday evening due to Kids Choir</p>