

Elmwood Normal School Community Association (ENSCA)

Minutes of meeting held 9:00am, Thursday 16 February 2017

1. **Present:** Pip Singleton, Bridget Eastgate, Daneen Morgan, Louise Parnham, Agnes Kelly Snoep, Jo Wynn-Harris, Rebecca Taylor, Nicola Brownlee, Paul Armitage, Maree Harris, Michelle Tait, Natasha Lamont, Rachelle Henson, Rachel Mahon, Steph Burdon, Kirsten McFaull, Agnes McLachlan

2. **Apologies:**
Tory Crowder, Rachel Teen

3. **Minutes** of the meeting held on Thursday 24 November 2016 were previously distributed.

Motion: "That the Minutes of the meeting held on Thursday 24 November 2016 are accepted".

Moved: Bridget Eastgate

Seconded: Nicola Brownlee

5. **Treasurers Report:**
Nicola Brownlee advised:

On the first day of term \$360.00 of second hand uniforms were sold by Maxine and \$2,890.00 new uniform sales by Kirsten.

\$4,800.00 was contributed to ENS for running costs of the pool last year. This year ENSCA will contribute \$4,500.00.

\$22,000.00 in savings account.

General donation of \$16,000.00 to be gifted to ENS.

Motion: "That \$16,000 is donated by ENSCA to ENS."

Moved: Nicola Brownlee

Seconded: Steph Burdon

6. **Principal's Update**

Paul advised ENS was busy over the Christmas holidays with various property works:

- Senior classrooms were painted and the administration block starting soon. Natasha Lamont is co-ordinating the colours. Blocks 2 and 3 will be gone in 2020 and unsure what will replace them. Two-story block preferable to keep footprint small. Block 4's paint still in good condition. Total paint job cost is \$125,000.00. A reasonable outlay that the BoT pays.
- Heat pumps in senior block have been installed to everyone's enjoyment. The BoT paid the majority of costs for the heat pumps as no Ministry funding provided. Paul thanked ENSCA for the contribution of funds towards this.
- Auditorium is being weather tightened and a major re-paint on the inside. Deadline for works is to the end of March. \$200,000.00 is the estimated project amount paid by the BoT. Financial support from ENSCA is appreciated. No works have been done since 1995 so timely to do now.

Year ahead:

- Development of Linc-ed (cloud-based Student Management System). There is a core team of parents analysing information and reporting back to Paul. Linc-ed will provide instant feedback to parents on how students are achieving by logging in to a student's portal. Questions the design and rethinking on how current reporting is done. Will start running some sessions to convey information to community during the course of the year. Legislation requires twice a year reporting re national standards. Information will be able to be printed off. When a child leaves ENS student information will still be available. Information can only be sent on to next school if they are also using Linc-ed. At the moment there are 4 or so different Ministry approved reporting systems.
- As part of the Te Kāhui Learning Community Cluster we have the chance to hear Nathan Wallis speak about the latest neuroscience discoveries and their implications on Monday 20th March, 7pm-8.30 pm at Paparoa Primary. **AP** Paul to find out exact content.

7. Calendar of Events & Planning for 2017

Pip Singleton is proposing a quiz night instead of usual art auction evening as the co-ordinating of the artwork from each classroom takes too much time and resources from teachers and class reps during August. There is a feeling people will give more readily at a quiz night without the constant feeling of being pushed to donate. Quiz night a great way to raise money without the need to knock on same doors over and over again for donations. Auditorium is booked 22nd September but is too small a venue to use. **AP** Daneen to co-ordinate a venue.

New Parent Morning Tea

Paul advised there are 38 new families starting ENS at beginning of Term 1 and it would be nice to host a morning tea in the staffroom from 9am onwards to help new families feel connected with the community. ENS to facilitate it with ENSCA's help. Class reps to put out a request for bring a plate. **AP** Paul to advise a date.

Needs to be organised in November for the first day back at school each year. **AP** Kelly/Bridget to add to November's Agenda.

8. ENSCA Breakfast

Natasha advised everything is done and various bookings and costs paid. Biggest venue available and yet is limited to only 90 seats. Posters are up in school office and two thirds of tickets already sold. 30 seats still available. There has been a massive junior school interest. St Margaret's now copying success of our breakfast. Breakfast is not about fundraising for ENS and is just covering costs. At this stage just taking names for seats and in March invoices will be sent out. List of names at venue instead of tickets with a meet and greet by Daneen.

Donation tins will be on tables to support Prostate Cancer. ENSCA constitution stipulates ENSCA can't support anything but ENS. Need to think about future fund raising so not in breach of law (i.e. bound by Charity Commission). Future funding to be a school initiative instead of ENSCA if fundraising is for others. Fundraisers can be done through School Council (such as Mufti Days).

AP Natasha and Nicola to collect payments/invoicing for tickets.

9. Scholastic Update

The first issue is out for this year. Last year there was \$12,407.50 of total books ordered. Rewards accumulated of \$2,481.50.

10. New BBQ

Paul advised Bill is sourcing a new BBQ and it will be here sometime next month. Cost is \$699.

Moved: Bridget Eastgate.

Seconded: Michelle Tait

11. Class Representatives

Class rep drinks to be organised for mid-March at No.4 on a Wednesday night. **AP** Bridget to organize date. Job description for class reps is on the website.

12. Any other business

15 people filled in the new ENSCA forms initiated by Bridget and dropped into school office.

Never heard back from Stu so mountain biking not happening.

Amazing Race. Not about money, about families having fun. **AP** Louise Parnham, Michelle Tait and Bridget Eastgate to be on organising committee.

AP Michelle Tait to invite new members to the ENSCA drop box that contains various documents and instructions on what to do for events etc. Breakfast information should be added to drop box.

Pip Singleton mentioned that sunblock is needed at various ENS sports days etc.

Motion: Pip Singleton to purchase sunblock on behalf of ENSCA for sports events.

Moved: Bridget Eastgate

Seconded: Nicola Brownlee

Short on volunteers for lunches - particularly Friday lunchtimes.

New teachers need to be educated on what ENSCA does and shown the money it contributes to the school.

Paul is the voice for the teachers on ENSCA. **AP** Bridget to convey to Paul what he needs to say to the teachers as to what it is ENSCA does.

There needs to be a set standard on how to get ENSCA information out to classes/parents. Needs to come from the teacher on day one (i.e. ask parents to list their email address and then sign permission for details to be given out. **AP** Bridget/Kelly to get an email out to teachers to pass on to parents.

School uniform

Girl's uniform cost is on average \$200.00. Boy's is only \$80.00. The disparity is huge. Photos of various classes were taken and illustrate the boys are all in blue shorts and blue tops. Girls' appearance is all over the place as there are too many various combinations for the girls to choose.

Consensus is winter plaid is itchy on skin. Gingham looks great (but only when worn properly). Need to standardize it. A solution is to get rid of all dresses, (pinafore & smock), plaid culottes, gingham calottes, etc which requires ditching 90% of Susan Ross supplies. Feedback fairly positive but obviously big issues to content with. How to phase it out is an issue. Board is responsible for changing the uniform. **AP** Kirsten to present it to the Board.

Years 5 and 6 Sports uniform is the same for girls and boys. Can be worn on Fridays. Cost is under \$50.

Meeting closed at 10.42 am.

Next meeting to be held 16th March 2017 at 9:00am in the staffroom.