



# Southwell School Association



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## Meeting Minutes

7:30pm, Tuesday 3<sup>rd</sup> September 2019  
Dining Room, Southwell School

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### **7:30pm Meeting start**

**Present:** Sarah Morton-Johnson, Rochelle Saunders, Fleur Fink, Michelle Hooper

**Exec members:** Jaspreet Kaur, Andrew Peckham, Kate McKay

**Staff members:** Jason Speedy, Elliott Tiffany

**Apologies:** Claudine Johnstone, Ali Mallett

### **Welcome:**

### **Minutes of last meeting (13<sup>th</sup> August 2019)**

Confirming a true and accurate record

*Passed: Rochelle Saunders*

*Seconded: Kate McKay*

### **Action points from last meeting:**

- Hotpoints sent via Class reps, including seeking additional Opera Stalls volunteers

*Hotpoints were sent, still issue of not being circulated by class reps. Opera stall volunteers list is looking good, most times are now covered.*

### **Guest Speaker – Elliott Tiffany (Te Reo)**

ET introduced himself and covered his background of both teaching and his own Te Reo journey. He explained about how he has introduced Te Reo to the Teaching Staff by comparing Southwell to a Marae and all the similar protocols and areas. There was a discussion regarding Maori Language week (the following week) and how Southwell was going to celebrate this.

ET also shared the new Kapa Haka uniform design and explained the meaning and significance behind the design.

### **Headmasters Update (provided by Jason Speedy):**

- Staffing Update
  - Maternity Leave - Liz Southall (Terms 1 & 2, 2020)
- Punahou International Staff Exchange.
  - Glen McKay
  - Will travel to Punahou 20 September and return 5 October 2019.

- Marketing Update
    - Open Day 6 September - 9.30am - 12.00 noon
  - Key moments to conclude Term 3
    - Opera - The Little Mermaid - 13 September to 27 September. A great team effort of parents, staff & students.
    - HM's guest opera night - Tuesday 17th September - 6pm
    - Cross Country
    - Dr Andrew Fuller - Building Resilience Presentation -
      - 7pm, Tuesday 27th August at St Paul's
    - Winter sports concluding & summer sport options underway.
    - Summer Sport developments / offerings have created good robust discussion.
    - Southwell Orchestra and Band success at Waikato Junior Band & Orchestra Festival
  - 3 Gold Medals & 1 Silver
    - NIWA Science fair awards
  - 3rd in Year 7 & 8 Observational Drawing,
  - Highly recommended & won the special prize in the food category
  - 1st in Year 7 & 8 Material World. 1st Overall in Material world.
    - Runner up "Best project in Fair"
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- Term 4 - some key events coming up in the first half of Term 4.
    - Foundation Chairman's Dinner – 8th November
    - OBGA Cricket Bash - Sunday 20th October
    - New Student & Scholarship Testing Day - Friday 25th October
    - Founders Day & Fellows AGM - Thursday 1st November

**Treasurers Report (provided by Claudine Johnstone in writing)**

The Gala accounts have almost been finalised with just three more auction items totaling \$7,850 to be paid for. It currently sits at:

Ticket Sales	36,361.00			
Sponsorship	14,950.00			
Auction Proceeds	29,840.00			
Bar Sales	9,479.00			
Sale of leftover wine	1,540.00			
	92,170.00			
Expenses	43,221.00			
Profit	\$48,949.00			

But once the remaining items are paid will bring the profit to \$56,799.00

Funds Available for Allocation:				
Funds at beginning of year		85,293.00		
Less 2019 Approved donations:				
Dining room couches	3,933.00			
PAC Seating	7,435.00			
3 x Oval benches	1,000.00			
Homeroom game allocation	2,800.00			
Xylophone	4,135.00			
Electric Keyboard	4,443.00			
Chaplain Cloak	2,000.00			
Arts notice board	1,700.00			
Sun Umbrellas	1,500.00			
Kapa Haka costumes	14,715.00	43,661.00		
Pre 2019 funds available		41,632.00		
Add 2019 Activities				
Disco	1,076.08			
Gala	48,949.00	50,025.08		
Funds available		<u>\$ 91,657.08</u>		

Disco funds were previously reported at \$1,276.08, however there was an error and \$200 of this was Gala income. Also, some of the donation expenses have not been finalised so these may change slightly when invoices come through.

Expenses have also begun for the next SSA fundraising activity and \$1,058.73 of confectionery, etc has been purchased for the Opera Stall sales.

### **Chairperson's Report (provided by Andrew Peckham):**

Andrew provided an update on the 3-year draft plan (full copy attached at the end of the minutes). This is intended to be a live document and will be reviewed and updated at each AGM moving forward.

A discussion was then had on the role of Class Reps and a review is to be held for next year [AP – Jaspreet to lead] and how they might work i.e. Year Rep instead, Hot points to come directly from SSA etc.

“Meet the Teacher” night was also discussed. It had mixed feedback for both teachers and parents, so this will also be reviewed to see if it will be run again in 2020.

The SSA received some Thank you Cards from the students for the donation for board games – these were distributed around the group.

### **General Business:**

- SSA involvement required for new Student Day (25<sup>th</sup> October) and day 1 of 2020 visits [AP]
- The SSA has received 2 requests for Teachers for funding (overalls @ \$800 and Circuit machine @ \$673). A Proxy vote will be sent out before next meeting for these items [AP]

- An agenda item will be added to Term 4 SSA meeting to discuss 2020 events for SSA – need volunteers to run these.

- **Next meeting to be held in morning**

The next SSA meeting will be held on the morning of Tuesday 29<sup>th</sup> October at 08:30am

**Meeting Closed 9.15pm**

### **HOT POINTS FOR CLASS REPS**

1. A Reminder about summer uniform for next term – short sleeve shirts, sandals and culottes for girls.
2. Next SSA meeting reminder