



## INTERNATIONAL SCHOOL OF HOUT BAY

### **Class reps meeting notes: term 4 2011.**

Two class representatives meetings were held this term: one for the Junior Primary, the second for the Senior Primary. At the start of the meeting Mr. Wood thanked the class representatives for their willingness to help and explained that the Parents Association deals with whole-school issues, while the class representatives' meeting focuses on issues that are relevant to the year or phase.

1. Mr. Wood reported on progress regarding the construction of the new campus. Building plans are in the process of being submitted to the South Peninsula Municipality for approval. The school intends commencing the civil works on the site early in the new year. The issue of relocating the informal soccer field remains unresolved, despite considerable efforts from the school's side to help the soccer community find an alternate venue. The school is committed to starting work on schedule in the new year.
2. Parents expressed their sadness that Mrs Slabber will be leaving and how they had valued her contribution to the school. She has been a locum teacher for Mr. Kingwell who has taken paternity leave this year.
3. Ms. Chung, the classroom assistant in Early Years 1 will be retiring at the end of the year after a long tenure with the school. Arrangements were discussed for an event for parents to say farewell. Mrs Acheson is also retiring and arrangements for a similar event for her were discussed. Both have been with the school since it started in 1999.
  - a. Class Reps were asked to contact the parents in their classes to inform them of an envelope and card for each lady would be held in the office by Beth Brown for any parent who wished to make a contribution towards a gift and to write in the card.
4. A discussion was held on the subject of Book Week, and the value of the hiring of a professional storyteller was raised. Mrs. Michel explained why the storyteller was included, that the school has made use of a storyteller in Book Week for several years and that the practice should continue.
5. We are reviewing the appointment of the school photographer.
6. A request was tabled for transport to be provided for the return leg of away sports fixtures, particularly for those matches that take place far from the school. This led to a lengthy discussion about transport to school matches, the possibility of a transport levy being levied, and other ways in which transport to and from sports matches and outings can or should be arranged. The school management team will look into this and bring a proposal to the next budget cycle.
7. The arrangements for the end of year and prizegiving were discussed. Mrs Michel will publish, both on an email and printed format, the arrangement for the prizegiving and the last day of term.
8. Mrs. Michel was asked for an explanation of the language choices for the Primary School. These will be published for parents on the website.
9. A request was made to make the 'brag evenings' later to accommodate those parents who work. Mrs Michel will do so in 2012.
10. The IQAA report will be published on the website as soon as it has been released by IQAA Head Office.

24 Nov 2011