



PTA Meeting Minutes

Whenuapai School PTA Meeting - Whenuapai School Staffroom

Date: 21.3.17

Start: 7pm Close 9.05pm

Present: Jelena Nasmith, Leonie Pengelly, Paula Pusich, Danjelle McKay, Rachel Stewart, Stephen McLean, Julia Coyle, Maria Han, Shannon Ison, Naomi Harrison, Ruth Waller, Sarah-Jane Weston
Apologies: Paula Van Vaughan, Kirsti Lincoln, Carol Clifton, Kasia O'Neill, Michelle Thompson, Elizabeth Anderson, Carey Jones, Athena Smith, Steve Kate Hunt, Jo Wright, Catriona Farac.

Introduction

Paula welcomed everyone to the meeting including new members.

Welcomed Leonie Pengelly as the new teacher representative, unfortunately Sacha Walsh had to step down from being our Staff Representative

Administration

- Everyone present has agreed the Minutes from the last PTA Meeting held on 21.02.2017 were accurate and no changes were required.
 - Update from latest BOT meeting: Jelena gave an update from the last BOT meeting. The money in the PTA Bank Account will be used to purchase items for the school that is not covered by MOE funding. These funds will not be absorbed by the school budget. The BOT will also support the PTA if fundraising events are aligned with a particular project where parents are notified of this intention.
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Entertainment Books:

Doug Clements from Entertainment Books attended the meeting and talked about the new sleeker entertainment books for 2017/2018. He discussed pros and cons for sending books home. After further discussion the PTA members decided not to send books home this year. We will make them available to view in the main office and the PTA will put a notice in the school newsletter that the book is available to purchase. The Books retail at \$70 and the PTA would make 20% on each book that is sold. The books are available in hardcopy or downloaded in the digital format on your phone.

Wish List from Staff & Parents \$17592.00 to be spent

Jelena went through the wish list, lots of feedback which has come through from Parents and Teachers. The PTA supported the listed items from Staff and Parents and all previous raised funds have now been allocated to purchasing items for the school. Where possible the PTA will try and get the best possible price or donations for the items on the list. If the money doesn't need to be spent then it can go towards other items at a later date. Soap for the toilets was on the wish list as it has been noted by parents that some toilets are missing soap. This is a Health & Safety concern. The PTA agreed that we shouldn't fund this, we feel it should come out of the school budget. Jelena will take this up with Raewyn.



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Events for Term Two 2017

- **Clothing Sale – old school jumpers to be sold to clear lost property. Tables to be set up – 1st May to 5th May:** Shona, Julie, Rachel to organise.
- **Sausage Sizzle – 9th June:** Date has been changed from the 2nd June to 9th due to Queens Birthday weekend. New date will need to be approved by Raewyn.
- **Selling Advertising space on newsletters –** It was decided that we will investigate this more and try and use local businesses. More information regarding how much to sell the space for & conditions of selling that space on the newsletters. We will discuss this at the next PTA meeting.
- **Quiz Night – 30th June:** Subcommittee is Shannon, Jelena, Ruth & Sarah. Update at the next PTA meeting. **Note for the Quiz night: Not to approach any of our local Whenuapai businesses as these companies have been very generous in the past.**
- **Raewyn gave feedback regarding family BBQ event - or sports evening.** It was decided that there is too much on at present in term 1 & 2 & we will discuss what we can do at the next PTA meeting for Term 3. The weather will also be better later in the year for an outside event. Could be linked together with a Bike event once tracks for the program have been built.
- **Math – a-thon –** Everybody agreed that the money raised from the Math a thon will go towards to Bike program. Mike will update some information about the Bike Program on the Whenuapai school website.

UPDATES FOR TERM 1 EVENTS

Sausage Sizzle 15th March feedback:

- It was felt by parents & teachers the notice went out too late. Try and get this out a week earlier next time.
- Cooked 450 sausages
- Very successful prepaid event approx. \$350 raised
- Viva Food Market kindly donated all the bread. They have a child at the School. A thank you letter will be sent.
- Next time maybe have a whole bag spare for just in case as some children were handing in there slips late and to have some spare so that no one misses out.
- It was suggested that next time on the notice there is a TICK box option to donate a sausage.

Ice Block Day update:

- Jelena has ordered Juicie tubes for ice block day – delivered 22.03.2017
- Notices will go out next week Catriona & Ruth are organising the event.

School Disco update:

- The new food policy that is now in place means that no sweets or fizzy drink will be sold at the disco. There will be Popcorn, Ice blocks, chips, water, Sausage Sizzle, & left over Chocolate stock to clear before it goes out of date.

Math-a-thon:

- Helpers for marking the tests; Ruth, Sarah, Julie, Kerrie. Leonie will organise markers for the juniors.



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Item	People	Date:
School Disco – DJ booked, theme Sports, food, helpers	Paula, Danjelle & Catriona	Event on 23/03/2017
Pre-paid newsletter Ice Block Day to send out to families	Jelena, Catriona, Julia	Thursday 30 th March Event on 13/04/2017
Math-a-thon Questions & Newsletter	Paula Mike to do Flyer for website Markers: Ruth, Sarah, Julie Leonie will mark the Juniors	Send to families Monday 10 th April. Event on 11/05/2017
Second Hand Uniform Sale to clear lost property	Julia, Shona and Rachel to coordinate Tables to be set out in front of the office at school.	Week 1 of Term 2. 1 st -5 th May.
Quiz Night	Subcommittee is: Shannon Ruth Sarah Jelena	30 th June Update at next PTA Meeting
Whenuapai Half Marathon Event – Sausage Sizzle & selling old stock	Shannon & the Basketball Team to help – 3 more people needed.	2 nd April 2017 7.30am start

Next Meeting

Next Meeting Scheduled for Tuesday May 9th 7pm @ Whenuapai School Staffroom.

It was discussed that we will try and alternate the days of the meeting Tuesday Night & a Wednesday night each term.

Minutes Created by Danjelle Mckay (PTA Secretary)

Approved by Paula Pusich (Chairperson) & Jelena Nasmith (BOT Representative)