



# PTA Meeting Minutes

Whenuapai School PTA Meeting - Whenuapai School Staffroom

Date: 4<sup>th</sup> December 2018

Start: 7pm Close 9pm

**Present:** Paula Pusich (BOT Rep), Hayley Moore (Teacher rep), Stephanie Brook (Teacher rep), Naomi Harrison, Claire Miller, Julia Coyle, Pam Muller (Chairperson PTA), Oren Robinson.

**Apologies:** Peta Florence

---

## **Introduction all welcomed by Pam**

### **\*Tania Foster Recital**

Profit made \$913.00. Great to get out in the community. Good to see if it was worthwhile as never done this event before, wasn't sure of what to sell etc...

Decision was not to do this event again next year as it made the least profit for the time taken.

Remaining baking was given to Somerset.

---

### **\*Toyworld Evening**

Julia Coyle and Shona Christie ran this event, it was an opportunity to get 20% off everything including clearance. It is worth doing this event as it is not a huge commitment, the total made has not been confirmed as yet. Ideas for next year are to have people outside the shop dressed up or playing music to encourage people to shop. Would it be possible to have shop doors open.

---

### **\*Christmas Carol Evening**

Evening was a huge success. Profit made \$1,612.39. Children singing, fire truck, skids doing games, photo booth and Hayley Moore as MC for the evening. Need to increase food on offer as was sold out very early on.

Raffle to be drawn at the end of the evening, possibly a portable microphone for raffle ticket seller.

Performances should be kept to one after the other with a visual of the performance times displayed.

Briefing sheets to be sent out by email to the helpers beforehand.

Also a better way of dealing with taking orders for food and money.

---

### **\*Calendar Art**

Not sure of profit made yet on Calendar Art and Tiles due to a mix up with the orders.

Missing orders have been sent away to suppliers and will hopefully be returned to families by the end of the year. First time for the teachers to be doing this event, needs to be organised in term 2 to mid term 3 for it to run smoothly in 2019.

---



# PTA Meeting Minutes

---

## **\*KINDO TRAINING**

Online training for Kindo to be organised for the beginning of the year 2019 for teachers and PTA members.

---

## **\*WISHLIST SPENDING**

PTA have \$9121 to spend. PTA members present at meeting agreed on purchasing from the 2018 wishlist. 30 ukeleles, to have 5 spare in case of maintenance.

Renew Whenuapai School website to a more modern look to encourage new families in our growing area. Woodworking Tools.

All the sports equipment needed from the list.

Bike Track Maintenance.

Building a secure lock box for the sandpit toys, which Oren Robinson has kindly offered to help build.

And it was discussed advertising in the future to families who might be able to help or donate some of the items on the wishlist.

---

## **\*TERM 1 2019 EVENTS**

Family Fun Evening to be organised by Claire Miller and Naomi Harrison. With Hayley Moore being MC. Pam Muller to run Disco.

Teachers taking on Entertainment books.

Delegating the Hellers Sausage Sizzle Lunch on the 11<sup>th</sup> April 2019 to others who have done this event before Kellie Watkinson/Peta Florence/Kerry White.

A-THON Peta Florence and Sarah Harrison have agreed to take on this event in 2019.

## **\*LOST PROPERTY AND OTHER**

Julia Coyle to put out lost property by school office on the 14<sup>th</sup> December 2018 before the sports prize-giving for families to collect lost items.

Also post on facebook and clear lost property by 20<sup>th</sup> December 2018.

Talk to Raewyn about clearing the skids cupboard in hall.

## **\*GENERAL ADMIN**

PTA vote confirmed for chairperson Pam Muller and secretary Claire Miller for 2019.

Stephanie Brook and Hayley Moore to be the same teacher reps for 2019.

Paula Pusich has stepped down from the BOT REP on the PTA, Paula was gifted with a present for all her hard work she has put into running the PTA and was a valuable member of our team.

Pam Muller read out at meeting the end of the year 2018 AGM letter that will be attached to the school website.

---

Next Meeting 13<sup>th</sup> February 2019

Minutes Created by Claire Miller (PTA Secretary)

**Approved by Pam Muller (PTA Chairperson)**