

# PTA Meeting Minutes



Whenuapai School PTA Meeting -Whenuapai School Staffroom Date:20.03.18  
Start: 7pm Close 9.00pm

**Present:** Paula Pusich, Carey Jones, Pam Muller, Stephanie Brook, Hayley Moore, Maureen Mason, Nisreen Gabuti, Kelly Norman, Claire Chapman, Julia Coyle

**Apologies:** Shona Christie

## **Welcome and Meet and Greet**

Paula welcomed everyone to the meeting, including new members: Claire Chapman, Nisreen Gabuti. Paula advised that Carey has resigned from the PTA chair position and that she would run the meeting. PTA chair position to be discussed as an agenda item.

## **Maureen - Potential Book Fundraiser**

Maureen Mason introduced an idea around utilizing children's writing and a potential PTA Fundraiser. Maureen has been in discussion with Toi Toi Books and Blue Mushroom Publishing and the dialogue was around getting the kids to submit their work and having it published in a book. The book would then be available for families to buy.

It was discussed that perhaps the approach could be:

1. Year 0-3 - this could be a collaboration – art work
2. Year 4 - partly collaborative – art work/writing
3. Year 5,6,7,8 – individual writing submitted

The idea would be that the final product would be less than 300 pages. It was felt that the kids would get a huge kick out of having their work published and was also noted that maybe have blank pages at the back for kids to utilize.

The PTA members that attended the meeting felt that this was certainly of interest and are letting Maureen know that this would be discussed further.

## **Maureen – Stage/Shed**

Maureen is hoping that the PTA may be able to assist with the rebuilding/refurbishment requirements of the stage and the old Shed. Currently, she is already working on sponsorship applications as materials will be required such as, concrete, Post Bolders, Timber etc. A design/drawing needs to be finalized, and Maureen has also looked at incorporating into the design steps to both sides of the stage. This would provide welcomed additional seating for any school events being held on the field for spectators and also looking at sunshades. Maureen wanted to give us a heads up and see if consideration could be made to any of the funds raised being attributed to the project.

## **Maureen – Line-Marking**

Maureen has some surplus paint suitable for painting concrete and as has been noted prior the Courts have various games painted on surfaces that require a revamp and re-painting. Maybe something that the pupils would like to take on, otherwise we are looking for other internal solutions, perhaps parents or any generous associates that may assist in the first instance. Maureen will let us know.

## **PTA Secretary and Chairperson**

**PTA Secretary:** The PTA are still looking for a Secretary, Helen B has offered to do Term 2, we are still looking for anyone that can cover Term 3 and/or 4 please.

**PTA Chairperson:** Carey has regrettably stepped down as current Chairperson, Carey has family and work commitments that require full focus but Carey has said she would still like to remain on the PTA and is happy to continue to support where she can and will continue to see through the Entertainment Books as she has embraced that as her project and wants to see this through fully. We wish to thank Carey for her enthusiasm and contribution this year and in her valuable input and help in getting us off to such a solid start with the fundraising this year.

**\*\*Please note that without a PTA Chairperson, there is an impact to the PTA, we would be limited with certain areas as there are necessary protocols around the running of any Committee. We really need an individual that can support the school by volunteering. There would be full support given to that person, there has also been a lot of ground work done, comprehensive records kept and numerous templates/tools that are already in place and ready to use. Please seriously consider this as the school and the kids need you. If you are not in a position personally you may know a perfect candidate, so please shoulder tap them for us.**

## **Cancelled Events:**

- **Easter Raffle** Unfortunately this had to be canned as we had no one that would take this on. We will discuss at the next meeting potential alternatives for when to stage the raffle as well as options on how to best

collect/request donations and items for hampers/prizes.

#### Completed Events:

- **Family Night 23.2.18.** Well done everyone, this was a fantastic night, and great feedback has been received from this, where the whole objective for that particular night was to focus on a family event, it turned out to be very positive from the fund-raising side and achieved \$719.90. Good effort, with many positives coming out from that – the coffee/ice-cream truck, the fire truck, the teachers organising the games, the overall atmosphere achieved
- **Junior/Senior Disco 8.03.18.** Once again a successful event, great atmosphere and lots of very happy kids: 143 Juniors and 64 Seniors. Refreshments sold: Ice-blocks, Pizza, Pop Corn, Packet Chippies, Water and the ever popular Glow Bar. The pre-purchased tickets and pizzas worked well, it was noted that next time we need to let parents know a shut off date/time for paying through Kindo, this has been adopted as part of the process for future events/promotions through Kindo to avoid any future uncertainty.

#### Upcoming Events

- **Whenuapai Half Marathon Sausage Sizzle 29.04.18.** The Basketball Community are manning this event as they had requested that the balance of uniforms already supplied have reverse numbers printed on them. As they will be there anyway on the day, it made sense that they organize the running of this event. The left over sausages will be sold as well as water and ice-blocks. There will be some additional promotion done in regards to this event, Community Pages, Social Networking etc as it was noted that a number of our school community families were not actually aware of the event, so others may not be either. Julia running this event.
- **Entertainment Letters 30.04.18** Carey has motored ahead with this and has already sold a number of both hard copy and electronic versions already. There will be leaflets sent home with the kids and Carey is also looking at other avenues of promoting and pushing these with additional free advertising. Please remember the school does benefit from the sale of each of these \$14 per book, as well as those buying getting great discounts, if you get in early there are bonus vouchers as well as two free Event Cinema movie tickets, yay!
- **Uniform Sale 30.04.18.** Was discussed and agreed that parents would welcome the date being pulled forward for the Uniform sale. This will once again involve the selling of any un-named/un-claimed only items. There are also available stocks of fleece jumpers, brand new that we are allowed to sell at heavily discounted prices. More information around this will be supplied closer to the time, we have volunteers for this already and will be selling from 8.30am. New date 04.03.18 8.30-9.15am outside the school office.
- **Lunch and Iceblock Day 30.04.18.** Shona had previously suggested Jesters Pies as a fun alternative for the kids for this Term, Jesters have a great selection of both savoury and sweet goodies and also cater the gluten free kids, so no kids miss out. They are already registered with Kindo and Jesters do all the hard work for us, means we require less parent help on the day and is an effective way of fund-raising as the school receive \$2 per pie! We already have volunteers for both the ice-blocks on the day to be distributed at morning tea and the Pies for the kids (and teachers) at lunch time. Just for kicks and to hopefully encourage extra purchases, one lucky pie box will contain a \$25 voucher for Jesters (a PTA parent is donating). Shona and Julia running this event.
- **? – A -THON** We have asked once again that we get input from the teachers as to what they would like to see again regarding this event. We have had in the past based on spelling, maths and a general knowledge quiz. This has always been an extremely successful exercise with relatively minimum management time especially measured against the funds raised. We know this is tried and true and will focus more and discuss at next meeting once we know what the theme will be.
- **Lunch and Iceblock Day 06.07.18.** Paula has worked her magic and secured a donation from Hellers of sausages for this lunch day, this of course maximises profit. We are covered for the Ice-blocks but the sausage sizzle does of course rely on extra parent helpers so please check your diaries, be great if you could help out.
- **Disco 06.09.18.** Brief discussion around this, as no urgency on finalizing any details at this stage, was noted that the kids always enjoy dressing up, so maybe a theme: Halloween was one suggestion. Welcome input/ideas on this.
- **Raffles/Hampers** This has been rescheduled to go with the quiz evening, similar format to last year. Welcomed suggestion was to request parents donate an item for hampers etc to coincide with a planned mufti. Kids love

Mufti days and we are not then asking parents for a gold coin donation. This will be discussed further at next meeting.

- **Quiz Night date to be confirmed** Unanimous from those that attended last year as to what an amazingly well run, fun and successful and needing to be repeated night this was. PTA voted on another quiz night. Information about the sub-committee and volunteers will be sent out as soon as we have a confirmed date in term four.  
 \*\*\* We know this required a lot of effort and planning, so we really need a sub-committee extraordinaire again, please can we have volunteers to drive this event again. We once again have notes/information in regards to the running of this, as well as advice and support as always available.

**Teacher Rep update:** Stephanie and Hayley kindly presented the following feedback and information:

1. Uniform – asked if there was going to be another second-hand jumper sale as the lost property was getting quite large again.
2. Working Bee’s – blown away with the results from the last one and the positive feedback. Next one the date is to be advised, they informed us that their kids were planning and working on Garden Art to be staked in the gardens and hung from trees. Helpers are welcome to join kids in the classrooms to join in the fun (and maybe, the mess) and watch these creative little people.
3. Disco – some of the Seniors had mentioned they would be keen to have their own disco as some were not that enamored that they had the younger years attending theirs. It was discussed that this isn’t possible as the Year 7,8 class numbers affect the potential attendees, as well as needing high numbers to create an atmosphere, as well as running costs a factor and parent helpers.

**Wish List from Staff & Parents:** The call out will be put out again to teachers and parents and Paula will supply the list of any items that had been noted and carried over from last year at the next meeting. Stephanie and Hayley will be asking the teachers what they would like to see on the Wish list.

Sera has been historically taking home bedding etc (some- times not particularly pleasant following vomiting bugs) from the sick bay. Tony, the school accountant has suggested that a new washer/dryer be purchased, indication of cost \$2000. Pam M volunteered that their family, may be able to assist in this by donating one that they currently have. We will update at next meeting in regard to this.

**Take Home Item:** Further discussion and idea contributions around this is encouraged, we know how popular and successful the Sunscreen promotion was. Paula will bring some samples and suggestions received to the next meeting. Please put your thinking caps on as suggestions are welcomed.

**Calendar Art:** This will be discussed in detail at next meeting, and we need to establish/request who will be the main point of contact for this. The PTA decided to combine Maureen’s writing fundraiser with the calendar art.

**We would love to see you at our next meeting – please be aware that when we have meetings where spending on wish lists is to be discussed and agreed we need a minimum of six people for voting and wish list approvals.**

**Upcoming Events Summary:**

The scheduling of these events has been carefully considered as to not make any particular term too top heavy with events or not expecting too much from parents and immediate or extended families. We have also factored in financial considerations that those families whose children are attending camps this year as well. Dates may vary slightly.

**Program:**

Item:	People:	Date:
Whenuapai Half Marathon	Greg B, Tracey C, Claire D, Carmen W, Julia C	29.04.18
Pie Day/ Ice block day	Pies: Shona, Claire, Kelly Ice blocks: Claire, Kelly, Pam, Julia	30.04.18
? – A - THON	TBA Marking: Julia, Kelly, Carey	22.06.18
Item to take home for sale	TBA Ideas for items ??	30.07.18 – 10.08.18
Disco – Junior and Senior	Paula/Shona	06.09.18

Lunch and Iceblock Day	Lunch: Iceblock: Julia	28.09.18
Art Calendar	TBA	15.10.18 – 22.10.18
Mufti Day	Possibly to encourage donation of items for proposed raffle/hampers	TBA
Quiz night	Need volunteers for a sub-committee	Early term four, date to be confirmed
Carols Evening	TBA	29.11.18
Lunch and Iceblock Day	Lunch: Iceblock: Julia	30.11.18
Toy World 20% Off everything in the Store!  Exclusive night at Toyworld for Whenuapai School % of the Sales are given to the School.	Not noted in current calendar but could be discussed at next meeting as successful and well received by parents and community. Shona/Julia happy to do again. School gained \$200 in vouchers for 2017	TBA

**Next Meeting:**

Next Meeting Scheduled for 8 May 2018 7pm @ Whenuapai School Staffroom.

**Minutes Created by Julia Coyle (Parent)**

**Approved by Paula Pusich (BOT Rep)**