



Hukanui School PTA
Monthly meeting minutes
Tuesday 13 August @ 7:30pm
School Staffroom

Present: Jen Tilley, Lisa Armstrong, Cara Giles, Gretchen Hawkes, Ruth Dray-Smith, Rose Roberts, Susan Whibley, Chris Drake, Rebecca Ralph, Rochelle DuPledge, Melissa Shields, Gretchen Hawkes

B.O.T Rep:

Teachers: Nicky Main, Lisa Gwyn, Erin Walcroft, Tim Haines

Apologies: Jacqui McDonald, Kate Stokes, Justin Walker, Christine Lang, Jodi Gowers, Selina Noorland, Nichola Carter

Welcome

Jen Tilley opened the meeting at 7.30pm. A round of introductions were made.

Acceptance of minutes from 11 June 2019 meeting

Minutes were taken as read. No matters arising. **Moved - Jen, seconded - Nicky, carried.**

Correspondence (presented by Lisa)

- The usual organisations have emailed the PTA since our last meeting, all wanting the PTA to purchase fundraising items/services from them. Eg reusable water bottles, sandwich pouches and reusable bags, quiz nights, low sugar drinks.
- Customised tea towel fundraiser from the Fundraise Factory - children draw their own face, and all faces are compiled onto a teatowel (eg by year group). We purchase for \$6, sell for \$12, or two for \$20. Good school memento of the year group. Not for this year but something to consider in future years.
- Precious Labels name labels - earn commission from any orders. Raised as an example of how we can generate revenue with no effort from everyday items that parents are purchasing anyway. Potential for a list of these types of commission earning items to be provided to new families. No further action at this time.

Treasurer's Report

Both the June and July accounts were presented, as no meeting was held in July.

Treasurer's report for June 2019, prepared and read by Cara Giles

Opening balance as at 01 June 2019 was	\$46,376.97
Total withdrawals for June 2019 were	\$447.20
Total deposits for June 2019 were	\$1,766.70
Closing balance as at 30 June 2019 was	\$47,696.47

Treasurer's report for July 2019, prepared and read by Cara Giles

Opening balance as at 01 July 2019 was	\$47,696.47
Total withdrawals for July 2019 were	\$33,743.05
Total deposits for July 2019 were	\$3.49
Closing balance as at 31 July 2019 was	\$33,739.56

Cara moved that the financial reports for June and July 2019 be accepted, seconded by Jen, carried.

Teachers' Report

- Welcome to our teachers here tonight: Erin Walcroft and Tim Haines.

- Classes are busy practising for production, tickets go on sale Monday, approx \$8.50.
- Swimsafe has one more week to go
- All the teams are busy training for cross country. It's great to see so many students wearing their house shirts during training. And awesome for the seniors to be using the gully again! Thanks so much to the parents who were involved in getting this ready.
- Maths conferences completed with positive responses from those who attended.
- Lauren Prentice and Alana Crammond took a group of students to participate in kids for kids. One student was chosen to do a solo.
- The creative writing competition has been launched
- Year 5's had a very successful trip to the Zoo last week to look at our Big Idea: Change.

BOT news

- No Board news.

New ideas - new fundraisers/events/activities/things for the PTA to fund

- End of year outdoor movie night (decision on whether to proceed) - Lisa A: Decision not to proceed as an end of year event, but to consider as a start of year event for early next year. The available screen option was a little small but it could possibly work if combined with the Carpet Mill screen (which isn't available this December). To discuss again at the November meeting.
- CHOICE and Friends for Life programmes - Jen: To be discussed next month.
- Naming of lost property - Lisa G: Michelle White from the Living Room is planning to run uniform labelling workshops each lunchtime. She is looking for ideas from the PTA on how to best label and whether anyone might have sewing skills to assist. The meeting considered that fabric pens would probably work the best. ***The meeting resolved to provide fabric pens to the maximum value of \$50, moved by Jen, seconded by Gretchen, carried. Action: Jen to purchase the pens.***
- Trailer needed 16-21 Aug to deliver firewood to Living Room - Lisa A: Gretchen offered to provide a trailer. ***Action: Lisa to connect Justin and Gretchen.***

Fundraising and events - current and upcoming

- Upcoming fundraisers/events for T3&4
 - 1) Whittakers chocolates - from 16 Aug - Rose: Chocolates are here and have been labelled. Each box includes a plastic bag and notice to not swap boxes with other families. Full details will be sent home in a letter with the school newsletter on Thursday. Helpers needed at 1.30pm this Friday to distribute to classes. Lisa, Chris, Jen will help but more helpers needed on Friday. ***Action: Lisa to email PTA mailing list for more helpers.*** People also needed to help receive back unsold and count money in week of 26-30 August.
 - 2) Calendar art - Gretchen: Forms going out from 5 September. ***Action: Susan will take lead of money counting. Action: Lisa to add items to EZ lunch.*** Erin Walcroft noted that she seesawed her calendar art to share with parents to save printing. Pricing discussion - decision to charge \$15 for each item. ***Action: Jen to do calendar art photocopying.***
 - 3) Disco - 6 Sept - Cara: DJ booked and Cara will order drinks, lollies and glow items. The theme is neon. Ticket sales will take place in the week of 2-6 Sept, mornings 8.20-9am. We have had a great response to our request for helpers, which is fantastic. Posters to go up next week. Kyle Gibson has kindly offered to design the tickets and posters this week. Juniors will get a glow item and sweet treat. Lisa G noted there is a dairy anaphylactic child in the juniors. ***Action: Lisa G to send list of junior class numbers and allergies to Cara. Action: Rose to provide black light for disco. Action: Cara to check costs/options of printing the tickets. Action: Lisa A to provide lollipops as an option for sweet treat.***
 - 4) Gully Working Bee - 14 Sept - Ruth/Rochelle: Plants are organised and Michelle has provided a plan for where to plant. The key issue at present is that we haven't had many volunteers yet (hoping for 20, adults only). David has put it on the school's Facebook page and will include it in the body of the newsletter this week. ***The meeting resolved to contribute up to \$400 for the purchase of plants, moved - Jen, seconded - Cara, carried.***

- 5) Greats & Grands day - 25 Oct: Action: Susan to approach Hyundai about whether the WOF deal is available again for grandparents day and for the school community. Closer to the time we will need to organise the raffle (PTA members and school community usually donate items), so please take a look for any new items suitable to be included in a gift hamper or as a main prize. On the day, PTA parents run the morning tea.
- Update on current fundraisers/events
 - 1) Grants update - Swimsafe - unfortunately we were not successful with our grant application. Megan will start progressing the grant application for sports uniforms.

At a meeting of the Hukanui School PTA on 13 August 2019, the meeting resolved to apply to Trillian Trust for \$7,000 towards the cost of new playing uniforms for our junior, middle and senior school sports teams, including polo shirts, shorts, skirts, singlets and bibs.

The Committee authorises Megan Thorn, Grants Officer, to apply on behalf of the Committee.

Jen moved, seconded Nicky, carried.

- 2) Hot dog day 28/6 - report back - Susan W: Enjoyed by all.
- 3) Entertainment books - Rose: 141 sold so far. 1-2 a week. Fathers Day promo at the moment - we can also earn a \$10 Countdown voucher for the PTA to use.
- 4) Second-hand sale - report back - Jen: A busy sale. We received lots of uniform donations which was great. We made \$814.
- 5) Coffee morning 7/8 - report back - Lisa: 30 attendees last week, people seem to be really enjoying the opportunity to catch up with other school families over a coffee. Next one is 4 September. No coffee morning in October due to school holidays.
- 6) Re-usable produce bags - To try to sell remaining stock at grandparents day and to also reduce price to \$15.
- 7) Yummy stickers - Jen: These will be due in towards the end of term 3.

PTA support - financial and/or practical

- Update on current/in progress PTA support:
 - 1) Classroom furniture - middle school - Jen ***The meeting resolved to contribute the final \$1,000 (making \$30,000 total) towards classroom furniture, moved - Jen, seconded - Susan, carried.***
 - 2) Swimsafe - Jen: Yet to be paid, but earmarked in the bank account for this purpose once the invoice comes in.
 - 3) Gully improvements - Ruth, Rochelle et al - we have received a reasonable quote to complete the Boardwork for approx \$6,000. This might be something to consider funding once we have more money in the bank.
 - 4) Purchase of BBQ - Justin to purchase once back.
 - 5) IXL - noted that early next year we will need to provide approx \$5,000 to support IXL.

PTA rep for next BOT meeting on Wednesday 7pm: Chris Drake

Next PTA meeting: Tuesday 10 September 2019 at 7.30pm

Meeting closed 8.46pm