



Hukanui School PTA
Monthly meeting minutes
Tuesday 10 September @ 7:30pm
School Staffroom

Present: Jen Tilley, Lisa Armstrong, Cara Giles, Melissa Shields, Rose Roberts, Christine Lang, Kate Stokes, Chris Drake, Gretchen Hawkes, Ruth Dray-Smith, Susan Whibley, Christine Jones, Rebecca Ralph

B.O.T Rep: -

Teachers: Nicky Main, Lisa Gwyn, Lauren Martin, Angela Stephens, Kath Mitchell

Apologies: Kate Cooper, Carissa McCay, Jodi Gowers, Justin Walker, Jacqui McDonald, Megan Thorne, Rochelle DuPledge

Welcome

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

Acceptance of minutes from 13 August 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 Cadbury chocolates, seed sales, reusable bags
- Fun run or sports tournament (get free sports balls)
- Free strawberries for the school that refers the most customers to a store located in Dinsdale/Whatawhata

The meeting agreed no further action at this time.

Treasurer's Report

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

Opening balance as at 01 August 2019 was	\$13,956.91
Total withdrawals for August 2019 were	\$50.28
Total deposits for August 2019 were	\$29,600.83
Closing balance as at 31 August 2019 was	\$43,507.46

Cara moved that the financial reports for August 2019 be accepted, seconded by Susan, carried.

Teachers' Report (presented by Lisa Gwyn)

- Welcome to our teachers here tonight: Angela Stephens, Kath Mitchell and Lauren Martin
- This week is Maori language week and the maori language team at school have various activities planned during lunchtimes for the students to take part in
- Team leaders took part in a day with Nathan Wallis
- All teams cross countries are now complete - there was a fantastic attitude from the students this year
- Inter school cross country went well - results were printed in the school newsletter if you missed it
- The ski trip was successful, a great bunch of students to take away and they had great weather

BOT news

- No Board news.

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

- End of year event - no appetite for an end of year big event, given it is such a busy time of year. Consider doing something low key at the end of year instead, eg free ice blocks after school one afternoon at the end of term 4. Budget looks ok to fund at this stage. *ACTION: Jen will approach David to discuss.*
- CHOICE and Friends for Life programmes - Jen - waiting to hear back from Susan Johnson. To discuss at next meeting.
- Secondhand sale - *ACTION: Jen to talk to Jodi about timing of next sale.* Stock low at the moment. All donations welcome.

Fundraising and events - current and upcoming

- Upcoming fundraisers/events for T3&4:
 - 1) Gully Working Bee - 14 Sept - Ruth/Rochelle
 - a) 14 helpers in total, plus Rochelle, Ruth and Michelle. Please feel free to bring an extra adult on the day if you can. Baking provided. Before and after photos would be great.
 - 2) Lost property layout in Cultural Garden (week 10 - 23/9) - helpers needed
 - a) Needs to be displayed next week. *ACTION: Kate Stokes offered to help Jen lay it out on Monday 16 Sept.* Needs to be brought in on the Friday, then either disposed of or washed and donated to the uniform secondhand sale.
 - b) Values vouchers have been working well for lost property returned to owners, but there is still a large amount of lost property in the lost property room. Michelle currently has pens to name uniforms at lunchtimes but unknown how well this has worked.
 - 3) Greats & Grands day - 25 Oct
 - a) Tea and coffee and morning tea helpers will be needed.
 - b) Donations for the raffle
 - c) We will have a stall selling raffle tickets, WOFs, reusable bags, chocolates
 - d) Coffee trailer was requested last year by several grandparents. Long Black coffee van has been at Te Totara cross country. Agreement that coffee van would be a good idea to have at Greats and Grands day.
 - e) Hyundai happy to provide discounted WOFs again, with the total sale value being donated to the school. *ACTION: Susan to let Hyundai know we are keen. ACTION: Lisa to put in newsletter that WOFs will be available to the school community on grandparents day.*
- Update on current fundraisers/events:
 - 1) Whittakers chocolates - update - Rose
 - a) Whittakers chocolates - update - Rose: Approx \$35k has come back in. 10 shippers returned, about 30 boxes left to sell - please feel free to take one. 75 boxes or money to be returned valued at about \$5,400 in value. 500 money/boxes returned. Profit will be approx \$19,000 if we sell everything remaining and get the outstanding money back. *ACTION: Jen and Rose will liaise with the office about the best way to follow up with those families with money/chocolates not yet returned.* Perhaps we should hold earlier in the year next time, as feedback to some sellers was that winter sports clubs had already been selling chocolates this term.
 - 2) Calendar art - update - Gretchen
 - a) Pictures collected today. Some names are written in pencil - need to be returned to classes to write in names in vivid.
 - b) Second order will go out the week school goes back in term 4. They will print the order forms for us. *ACTION: Lisa to advertise next order date in school newsletter.*
 - 3) Disco - report back - Cara
 - a) 3 discos went really smoothly on the whole. 700 tickets sold. Some unexpected door sales. Feedback has been positive and kids had a great time. Packdown was quick afterwards.

- b) Things to change for next year:
 - i) Need to record which pizza type is for each disco.
 - ii) Shorter time period for juniors next year.
 - iii) A lot of parents attended the junior disco, which made the hall crowded and were also trying to take children home before 3pm. Some parents may have thought that it was something to attend. Next time, increase communication to parents around this and also about option to dress-up for juniors - best way is through classroom teachers.
 - iv) Increase communication for middle and senior discos that they have to be collected from the school hall. Some parents expected senior school children to meet them outside of school grounds.
 - v) Noted that the PTA does not have a direct way of communicating with parents, so message would need to go home from teachers (perhaps tailored by disco as each disco is slightly different)
- c) Disco feedback from teachers
 - Junior**
 Music was great
 General feel that it was a bit too long
 - Middle/Senior**
 Maybe songs could relate more to what the children listen to.
 Stamp on tickets to know who has bought pizza as children were losing their tickets - maybe the Hukanui one so it cannot be replicated.
 Tickets and posters were eye catching.
 Great theme.
- 4) Grants update - Sports Uniforms - Jen updated that Megan is putting an application in tomorrow to Trillion.
- 5) Entertainment books - Rose: These have been wrapped up for the year. \$1872 profit approximately. Next year Entertainment Books will be digital only. This might then involve a free trial period. 63 physical books sold, which is just under half of the total sold.
- 6) Coffee morning 4/9 - report back - Lisa: 24 people attended this month. Damien from Sport Waikato also attended to get feedback from parents on wellbeing. Chloe from Stride (centre management) also came down to say how much they enjoyed supporting our coffee mornings.
- 7) Re-usable produce bags - Jen updated that more are selling now we have reduced the price to \$15. To sell at grandparents day and promote closer to Christmas. *ACTION: Lisa to promote in newsletter in T4.*
- 8) Yummy stickers - Jen 6,500 Yummy stickers. Will see what sports gear we actually get to see if it is worthwhile to continue this in future years.

PTA support - financial and/or practical

- Update on current/in progress PTA support:
 - 1) Gully improvements - Ruth, Rochelle et al. Quote for boardwalk for approx \$6,500. *ACTION: PTA rep (Chris Drake) at the next Board meeting to ask the Board whether or not they want us to proceed with the boardwalk initiative.* The full lower length to the steps would then be a boardwalk. Considered a good idea to consider applying for grants for this if the Board wish to proceed.
 - 2) Purchase of BBQ - *ACTION: Justin to proceed with purchase when next back in the week of 23 September.* The meeting agreed to support the purchase of a BBQ/cover up to the value of \$500.
 - 3) Thanks to Justin and Amanda Walker for donating and delivering a load of firewood to the Living Room for the indoor fire.

PTA rep for next BOT meeting on Wednesday 25 September 7pm: Chris Drake

Next PTA meeting: Tuesday 15 October 2019 at 7.30pm

Meeting closed 8.34pm