



GREENHITHE SCHOOL PTA MEETING MINUTES

FEBRUARY 2022

Date:	08/02/2022	Location:	The Malt
Time:	7.00pm	Chair:	Gaynor
Attendees:	Gaynor Topham, Stephen Grady, Anna Chetty, Mel Hurst, Mel Hyatt, Sid Doshi, Kriti Arora, Aaron Aisher, Charlotte Leggett, Kelmend Alla, Lisa D'Oliveira, Claire Cruttwell, Claire Steele, Lorna Bevington-Grant, Kelly Knowles, Anna Tonkin, Ashley Lynch, Bridgette Wilson, Gabby Aranky, Sjaan Evans, Albena (sorry don't have your surname!).		
Apologies:	Sharon Elliott, Rebecca Simpson-Heine, Marina Safronov, Charlotte Glidden		
PTA comms	PTA Crew 2022 Whatsapp group is used for quick and easy comms! if you are not on this group please let someone know, everyone is set up as admin so can add people		

AGENDA

Agenda Items	Committee Member
<p>Meet and Greet - PTA Introductions: New appointment in the PTA leadership: new Chair - Gaynor Topham and new Treasurer - Tilly Harvey</p> <p>Reminder that the role of the PTA is to support the school, Stephen (the principle) manages the school and the Board governs the school. All parents and caregivers to students at Greenhithe School are automatically members of the PTA! We are all volunteers with other commitments in our lives so we approach PTA with the 'many hands make light work' thinking.</p> <p>What PTA funds can go to over the next few years:</p> <ul style="list-style-type: none"> ● big sun cream pump bottles for each classroom ● finish off repainting of lines of school playground - some not able to do ● new tables in the school hall ● projector for the school hall ● create more shade areas with fake grass - 2 viable spots identified <p>School report - Welcome and update from Stephen and Kelly. Stephen talked about the importance of the PTA, the great wins to date and the importance of the funds we raise enabling things the school simply can't get to with Ministry</p>	Gaynor

of Education funding.	
Treasurer's report - Unable to present until access has been handed over, more next month!	Tilly
Social Media - Facebook page - 330 followers - out of about 380 families.	Mel
School disco - The PJ themed disco will take place at Term 2. Recommendation is week 9.	Gaynor
Golf Day - Recap of what it is: Corporate Golf Day - 18 holes, free drinks, auction, Gourmet BBQ lunch. Cancelled the March event which was the rescheduled Golf Day from 2021 for March. Looking forward to November 17th. Claire and Aaron lead this project and will need a crew to help. We want to attract more teams (parents/connections) from the younger years in the school - need to build awareness Need prizes for Silent Auction, big ticket items for the main auction, sponsorship opportunities taken up like Sponsor a hole etc	Claire and Aaron
Christmas on the Green (COG) - Recap of what this is: end of year event 2nd week in December and usually on a Friday after school. Includes: kids concert & performance and stalls; sausage sizzle, burgers, drinks and juices, lucky dip, sponge the teacher, chocolate coin toss, wine toss, bake sale. Parents and caregivers bring a picnic mat, BYO alcohol as we don't have licence to see. All Stalls managed by school means 100% profit for school Opportunities to have new/different stalls: face painting, singstar, have a VIP picnic Zone that we auction off.	Lorna and Mel
Second hand uniform sale - We made \$1250 on the last sale. Agreement to try and do once a term. Option to add to Car Boot sale event if we do it	Mel
PTA Communication We can add to the regular school newsletters, look to include - our calendar of events, volunteers needed, donations needed for raffles, businesses wanting to support and sponsorship opportunities, what are we doing with funds raised We have someone in school that can translate comms into Mandarin	Mel
School Production/Art Exhibition (please note these run alternate years) - Production Tshirts raised a good amount of \$ last year but for 2022 there is no production. For 2022 is the Art Show/Art Exhibition and there is an opportunity to use this artwork for the calendar fundraiser	TBC
Juicy Ice lollie and Sausage Sizzle - Last year sausage sizzle funds paid for 45 Kapa Haka T-Shirts <ul style="list-style-type: none"> - Possibility to do these outside of school grounds in carpark, could do alternate days/weeks at each entrance. - For Juicy Ice Lollie sales have a table, chilli bins, and pairs of scissors (for opening the iceblocks) in the PTA cupboard that can be used. <ul style="list-style-type: none"> - All that would need organising is picking a date, promoting it,, purchasing of juicies (Gaynor to check if we have any in the PTA freezer) and Tilly to sort float/money boxes. 	Juicy Ice Blocks needs a crew of x2 people to own it Sausage Sizzle is Mel's dad Phil
Pizza day - \$3/ slice - buy for \$8, and rest is profit (8 slices per pizza) so	Bridgette

good money earner and kids like it. We need to look at more effective way of getting orders and payment	
New Entrants Picnic - unable to happen in Red Level	Gaynor with support from Claire C

Action Items	Committee member
Santa Parade 2019 - Harcourts have paid money owed \$359.	Tilly
Contact list - update contact list with new members	Gaynor/ Tilly
Fundraiser info and contacts collated eg. companies that give discounted sausages, give away prizes, business that sponsor. Note that we need to say thank you to these businesses/people post the event!	Looking for a volunteer!
PTA calendar of events - create a doc with bigger events/their dates/lead in times and smaller fundraisers that we plan to do this year, agree who takes ownership of each project. Many hands make light work! Who's the crew for which activity - this is the small team of people that help make the activity come to life. Have this as a point at the next meeting	Gaynor
Preloved school uniforms - confirm next date for this, drive to collect old uniforms and promo of the event	Mel
School disco - confirmed date in Term 2 for this Friday 1st July. Need to think about plan in May	Gaynor
COG - lucky dip prizes - Gaynor has confirmed that these are now stored at Marina's house - Set a date - Proposed date Friday 9th December TBC at next meeting	Gaynor will sort Lucky Dip prizes
Pizza lunches - is there an app that we can use for order and money? What is the best approach if we keep doing it as we did last time so we don't loose out on \$.	Bridgette
Increasing the FB followers - Add something to Kindy notice board? Student competition to increase followers Pizza prize lunch idea?	Mel
Fundraising calendar raffle - cost of printing the cards (enquire with Benefitz) and bring to the next meeting	Claire S
Virtual Horse Racing - get contact details and an easy to understand info sheet from the organiser and bring to the next meeting	Anna Tonkin
Juicy ice blocks sales - needs x2 people to take ownership of it	Looking for volunteers!

FUNDRAISING IDEAS

- Juicy ice blocks sold at school date/in the carpark - need volunteers to run
- Pizza lunches - see action below for school
- Heat the school pool > currently refurb's are first on the agenda
- Sir Edmund Hilary's pick put on Trade Me. Quick fire raffles at Christmas in the Green.
- Spellathon/Readathon - Mel looking into getting info from Central School.
- Year 6 Leavers Shirts
- Donation boxes at businesses
- Looking to create Gardening Club (for the veggie plot by the stairs) that PTA sponsors the equipment
- Cans for loose change and good deeds, run as a class competition.
- Fundraising calendar raffle - winner announced each day on FB page - item in actions
- Car Boot sale in school car park, run a sausage sizzle, get the coffee van, face painters,

- a band? Use it to get rid of some of the PTA leftovers
- Need to think ahead to COVID world where we can't have CoG or Golf Day
- Quiz night - something you can do outside of school hours
- Virtual Horse Racing event
- Movie night on the field.
- New entrants email in lieu of not having the new entrants picnic. Look to include: download on the PTA, what we do, our events, how to get involved: volunteer, sponsorship, donations etc
- Stationery Packs - consolidate, reuse/ repurpose/ PTA sort packs to be a fundraiser - reminder to talk more to this idea in the next meeting

SCHOOL TO ACTION

- **Calendar art** - Kelly to connect with Sabrina who has done this in previous years and check she will do for 2022, look to utilise the Art Show artwork. Confirm dates of exhibition and also deadlines for artwork
- **Pizza lunches or sausage sizzle lunches** - Stephen to confirm we can do these at current 'red alert level'
- **Donation boxes** - can school caretaker (Maeke) make something or do we look into costs of these
- Confirm where the freezer is now located so Gaynor can check on stock for sausages/juicy ice blocks

VACANT ROLES

- All parents and caregivers are automatically members of the PTA - it is not by invite, all are welcome!
- No vacant roles in the committee leaders positions at the moment

NEXT MEETING

8th March 2022