



Greenhithe School PTA Meeting Minutes

March 2023

Date:	21/3/2023	Location:	The Malt
Time:	7.00pm	Chair:	Sjaan Evans
Attendees:	Sjaan Evans, Tilly Harvey, Charlotte Leggett, Gabby Aranky, Anna Tonkin, Pieter Coetzee, Charlotte Glidden, Aaron Aisher, Claire Steele, Gaynor Topham, Claire Cruttwell, Kelly Olsen, Tim Sun, Tamaryn Reinecke, Carlene Boyd, Jessica Wang, Suzy Swanson		
Apologies:	Carlene Clark, Kelly Knowles		
PTA Comms	The 'PTA Crew 2022' Whatsapp group is used for quick and easy communications. If you are not in this group, please let someone know, everyone is set up as admin so can add new people.		

AGENDA

Agenda Items	Committee Member
<p>PTA Introductions: Chair - Sjaan Evans Treasurer - Tilly Harvey Secretary - Charlotte Leggett Communications - Mel Hurst</p> <p>Reminder that the role of the PTA is to support the school, Stephen (the Principal) 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>PTA provisionally approved purchasing some new tables for the school hall. To seek quotes / confirm costs.</p>	Sjaan
<p>Update from School</p> <ul style="list-style-type: none"> - Sjaan met with Stephen to discuss PTA's plans for the year. - Stephen open to movie night idea and camping (although security concerns would need to be addressed / drinking concerns). - Working on a 3-5 year fundraising plan. - Discussed replacing hall tables as next item to PTA money towards (approved by PTA in principle subject to looking at costs). 	Sjaan
<p>Treasurer's report</p> <ul style="list-style-type: none"> - Not a lot of activity this month. - Juicy's have brought in \$384.50 (profit). 	Tilly

<p>Social Media and comms</p> <ul style="list-style-type: none"> - Followers on Facebook continue to increase, up to 486 followers. - Good idea putting links to FB page on comms as always results in increased followers. - Aim to put more photos of our events on FB etc this year. School can advise which kids (only around 5 kids) who haven't approved images to be included on promotional material. Teacher's know who they are. 	Mel
<p>Pizza Lunches - 31 March 2023</p> <ul style="list-style-type: none"> - Uploaded on Kindo today. 	Bridgett/Anna T
<p>Juicy sales</p> <ul style="list-style-type: none"> - Considering another one 24 March 2023 / weather forecast dependent. - Some Year 6's will be away and therefore may not be able to help out with cutting. Charlene says some Year 5's can help instead. - "Frantic" last time. Wildberry favourite flavour. - Next time it was suggested having two tables. - Have a parent as a line / cue manager. 	Bridgett/Kelly
<p>Sausages</p> <ul style="list-style-type: none"> - Have a whole lot of extra sausages in the freezer - to discuss with school whether want us to donate/buy these for handing out at Shore to Shore (sausage sizzle held afterwards). - To consider this as a PTA event 2024. 	Mel/Sjaan
<p>Pre-loved uniform Sales - 27 April</p> <ul style="list-style-type: none"> - 2.30pm set up, start 2.45pm in the Hall, run for an hour. - Judy has confirmed there are uniforms to be collected. - Lost Property to be collected and washed by Gaynor. - Drive for polo's on the FB page. 	Mel/Gaynor
<p>Board Survey - 'Communication Theme'</p> <ul style="list-style-type: none"> - Still working on parameters. - Fundraisers we did last year - asking parents to tick which initiatives resonated with them. - Multiple-choice options. - Claire - suggested asking about frequency. Support one event per term / multiple per term? - Companies willing to donate - School will ask about this. - Open to suggestions about potential questions. - Plan to Board about survey goes to Board next week (not the questions). 	Tilly
<p>Proposed social event between Board / PTA</p> <ul style="list-style-type: none"> - Still under discussion. Will be on a Wednesday. 	Tilly
<p>Disco - 2 June 2023 (Term 2)</p> <ul style="list-style-type: none"> - Discussed more sustainable 'bling' for sale - ideas include UV light tattoos/ temporary tattoos. Would need to be mindful of the time it takes to put on and not wanting long lines. - Lanyards / Ticket rather than the cash option - Sjaan and Charlotte G to source - Anna Chetty to lead. - Found some paints - hypoallergenic crayons that need a blue light to see. 	Anna C / Mel / Charlotte L / Charlotte G / some new members.
<p>Quiz Night <i>Held one evening Term 3 in the School Hall - parents purchase a table. Very popular and great money raiser last year. Silent Auction held at end.</i></p> <ul style="list-style-type: none"> - Claire to look at potential dates taking into account All Blacks games, August school production etc. - Aaron will MC again. 	Claire S
<p>School Production - 2 & 3 August (Term 3) <i>Held by the school on alternate years to the Art Exhibition. This year will likely be</i></p>	Sjaan, Gaynor

	<p><i>the Years 3-6 performing in 'Variety Show' style, with the Years 1-2 to do a Folk-Dancing support act.</i></p> <ul style="list-style-type: none"> - Stephen is keen to see a plan about what we may put forward. Liked the popcorn van. - Alcohol truck - Stephen not adverse to it. - Charlene Boyd running - suggested red carpet. Also suggested charging ticket, includes glass of wine/non-alcoholic drink. Need to check whether this is permitted under alcohol licence. - Also may look to sell popcorn / drinks / possibly get a licence to sell alcohol (will need to discuss with School SLT). - If we use a truck they would be responsible for applying for alcohol licence, providing Duty Manager and taking money. - Licencing obligations - can't sell alcohol, but if 'included' in fundraising allowed. Need to look into. - Photo booth idea as well. - T-Shirts - Year 3-6. Too many kids to put all the names on a T-shirt and . difficult to see how we would make money off it. Decided will do a Year 6 Leavers/Camp T-Shirts instead. Claire S to lead. 	
	<p>Read-a-thon <i>Popular initiative which ran last year over the Term 3 school holidays concluding with Book Week. Kids set themselves a reading goal and raised money from friends/family. Raised about \$15k and run almost entirely by an outside agency which took the onus off PTA.</i></p> <ul style="list-style-type: none"> - Stephen likes idea of running Read-a-thon again. Works well with parents/kids reading routine. - More Spot Prizes this year 	Gaynor/Gabby
	<p>Potential movie night</p> <ul style="list-style-type: none"> - Royalties may need to be paid - Feasible idea. - Under investigation by Sjaan and Pieter. Year 1-3 / Year 4-6 separate nights. Might be better to split by syndicates as there are so many kids in the junior school. - Would be in the Hall. - One option is to have requirement of one parent per ratio of kids. So idea of a family movie night might work better. 	Sjaan/Pieter
	<p>Other fundraising ideas raised</p> <ul style="list-style-type: none"> - Sleepovers/movie night in the school hall - Camping on the school field - Colour Run - obstacle course. Local fire brigade involved to wash people down at the end. Where? School field seems unlikely. Wainoni Park? Run it through same group as run read-a-thon. - Wheel-a-thon. - Toilet paper fundraiser website - profits go to school. 	
	<p>Other Business</p> <ul style="list-style-type: none"> - Teacher Appreciation Day coming up - discuss with Stephen whether PTA will do something (he often does something). 	Sjaan

	Action Items	Committee Member
	Teacher's Appreciation Day (2 May 23) / Teacher's Morning Tea - to discuss with Stephen	Sjaan
	Comms to go out on AV system / Library upgrade once completed	Mel
	Stocktake of PTA Cupboard / Check chocolate expiry dates	Sjaan

	Update PTA Brochure	Mel
	Update Kindo re next pre-loved uniform sale date - 27 April	
	Request for polo's on FB before pre-loved uniform sale	Mel
	Toilet paper fundraiser - add School to list	
	PTA T-Shirts - for consideration	Sjaan/Charlotte G
	PTA Social Event at some point	Claire S
	Year 6 Leavers T-Shirts	Claire S

SCHOOL TO ACTION

- Nothing this month.

UPCOMING MEETINGS

- **Next Meeting - 2 May 2023, School Staff Room**

Month	Date	Location
February	28 February	School Staff Room
March	21 March	The Malt
April	NA Production / Disco Meeting	Online
May	2 May	School Staff Room
June	6 June	The Malt
July	25 July	School Staff Room
August	NA - Read- 'A-Thon' Meeting	Online
September	5 September	School Staff Room
October	17 October	The Malt
November	NA - Summer Festival Meeting	Online
December	TBC - 12 December	School Staff Room

PTA VACANT ROLES

- None currently.
- All parents and caregivers are automatically members of the PTA - it is not by invite, all are welcome!

PTA CALENDAR OF FUNDRAISING EVENTS FOR 2023

****If you are keen to participate please let the PTA Leadership Team know and you will be added to the relevant WhatsApp group****

Term 1: 1st February - 6th April	Date	Lead
Uniform Sale (4-5pm)	Completed	
Juicies Sale	Various Fridays	Bridgett/Kelly O
Pizza Lunch	31 March	Bridgett/Anna T
Term 2: 24th April - 30th June		
Uniform Sale (2.45pm)	27 April	
X Country Sizzle and Juicies	23 May	
Disco	2 June (TBC)	Mel H
Pizza Lunch	16 June	Bridgett/Anna T
Term 3: 17 July to 22 September		
Uniform Sale (3-4pm)	16 July	
Quiz Night	TBC	Claire S
Production	2 and 3 August	Sjaan/Gaynor
Pizza Lunch	16 August	Bridgett/Anna T
Term 4: 9 October to 15 December		
Read-a-thon	October	
Pizza Lunch	25 October	Bridgett/Anna T
Athletics Sizzle and Jucies	14 November	Mel H
Summer Festival	8 December	Sjaan/Gaynor