



Greenhithe School PTA Meeting Minutes

May 2023

Date:	2/5/2023	Location:	School Staff Room
Time:	7.00pm	Chair:	Sjaan Evans
Attendees:	Sjaan Evans, Tilly Harvey, Charlotte Leggett, Kelly Knowles, Mel Hurst, Gabby Aranky, Anna Chetty, Anna Tonkin, Pieter Coetzee, Charlotte Glidden, Aaron Aisher, Gaynor Topham, Claire Cruttwell, Kelly Olsen, Tim Sun, Tamaryn Reinecke, Careen Marshall, Aaron Aisher, Christine Patterson, Mary Narsa, Marina Safronov		
Apologies:	Claire Steele, Charlene Boyd, Bridgett Chapman, Terryn Choat		
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.		
PTA Committee	Chair - Sjaan Evans Treasurer - Tilly Harvey Secretary - Charlotte Leggett Communications - Mel Hurst		

Action Items	Committee Member
Comms to go out on AV system	Mel
Mothers Day Mugs - Sell 12/5 ahead of Mother's Day?	Mel/Sjaan
Possible fundraiser for School Band Performance night - Marina to contact music teacher	Marina
Gaynor to book Raise-It for Read-a-thon	Gaynor
Update PTA Brochure	Charlotte/Mel
Progress toilet paper fundraiser	Sjaan
PTA T-Shirts - for consideration	Sjaan/Charlotte G
Year 6 Leavers T-Shirts	Claire S
PTA Social Event at some point	Claire S
PTA / Board 'Mixer'	Tilly

Key Decisions Needed by School	Committee Member
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None this month

AGENDA

Agenda Items	Committee Member
<p>Update from Chairperson</p> <ul style="list-style-type: none">- Too noisy at the Malt so decided going forward all meetings will be held in the School Staff Room.- Approved Minutes of last meeting held on 21 March.- Previous actions completed:<ul style="list-style-type: none">- Teacher's Appreciation Day - morning tea provided by PTA. Teacher's expressed thanks.- Stephen/Kelly/Sjaan met 1 May - approved comms to go out on the AV system (comms on Library sent out previously).- Stocktake of PTA Cupboard undertaken.- School T-Shirts - not long-lasting. Possibly one reason we're not getting many for the second hand sale. Stephen has offered to raise this with the to supplier- Stephen has asked that this year's fundraising be put towards the Junior playground and the School hall tables (to be replaced before Quiz Night).- Mothers Day mugs in the PTA cupboard. Need to get these removed to make room for second hand uniforms. Considering selling Friday 12/5 in line for Mothers Day.	Sjaan
<p>Treasurer's report</p> <ul style="list-style-type: none">- Juicy/Chocolate sale - nearly \$1000 raised.<ul style="list-style-type: none">- Will use leftover chocolate for prizes at the Disco.- Pizza lunch - raised nearly \$800.- Uniform Sale - \$1500 made. Good time of year to sell the fleeces. Timing worked well.	Tilly
<p>Social Media and comms</p> <ul style="list-style-type: none">- Followers on Facebook continue to increase, up to 496 followers.- Disco comms to be translated into Mandarin. Send to Tong.	Mel
<p>School Update</p> <ul style="list-style-type: none">- Pleased with what we're doing.- Noticed the uniform sale looked to go well. Kelly mentioned parents often ask about second-hand items and she will occasionally have a look for items in our stocks.	Kelly
<p>Year 3 - 6 Cross Country - 23 May</p> <ul style="list-style-type: none">- Ice-cream / Coffee Truck booked. 11.40am - 1pm.<ul style="list-style-type: none">- Half the profits go back to the school.- \$2 ice-cream / \$4.50 coffee.- Juicy and Sausages for sale as well via Kindo - teachers to write on hands what kids have to make it easy again.	Mel/Aaron and team
<p>Pizza Lunch</p> <ul style="list-style-type: none">- Feedback from teachers is slicing was done very inconsistently. This made it very difficult for the teachers (especially of younger classes) as some kids were left with tiny slices. Needs consideration for next one.- Would we look at an alternative since the teacher's aren't keen? Kelly's feedback is overall, teachers are happy with how it runs.- Consider providing knives for the teachers.	Bridgett/Tamryn

	<ul style="list-style-type: none"> - Alternatives (like Pizza Hut) more expensive. - Give Dominoes the heads up that we need them cut properly. 	
	<p>Disco - 9 June 2023</p> <ul style="list-style-type: none"> - Mel and Anna C have under control - most big items sorted i.e. blacklights/tattoos/lanyards. - Cashless - sell tickets on Kindo and ask for parent helpers. - \$7 entry standard (will get chips/glowsticks - leftover from last year). Add additional clicks - \$10 / \$13 / \$15 - can use for face paints, sausage sizzle, lollies, donuts etc. - Explanation / comms on how it will work this year, as a bit different - print out for kids book bags. - Posters to go up around school. 	Anna C and Mel and team
	<p>Quiz Night <i>Held one evening in 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"> - Currently looking at dates as QuizMaster not available on chosen date. Looking at Saturday 2 September. - Aaron will MC again. 	Claire S and team
	<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 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"> - Sjaan has discussed the plan with Stephen. <ul style="list-style-type: none"> - Popcorn / sparkling water / cheese platter approved. - Providing a photo of the cast. - Programme - will be a memento with photos of rehearsals / some wording. - Mid-term/June kids will start working on their acts. Comms likely in the next School newsletter to come out. 	Sjaan, Gaynor and team
	<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"> - 9 October - beginning Term 4. Character Parade. - Gaynor to book Raise-It. Will put a project plan in place of dates to work to. - This year we will not do it through the School Holidays. - Get some buzz going through assemblies etc. - Gabby is looking at potential authors to come - if anyone has a contact please get in touch. 	Gaynor/Gabby
	<p>Summer Festival - 8 December</p> <ul style="list-style-type: none"> - Save the Date for early Term 1 next year. <ul style="list-style-type: none"> - Concern from Kelly is that classroom performances don't work as well in Term 1, as kids in new classes, Kapa Haka group new - would need to pivot to focus more on stalls. - Need to start organising shortly. Get food trucks booked in. - Coffee & Cone booked already. - Mad Scientist a possibility. 	Sjaan/Gaynor
	<p>Other fundraising ideas raised in previous meetings:</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.	
	Other Business <ul style="list-style-type: none"> - Marina mentioned School Band Performance Night - 6-9pm. Term 4 (last year 2 November). - Not only Greenhithe School. - Very long but no food. Good option for PTA to fundraise. - Sell drinks, lollies etc. - Marina to find out the date and details. 	

UPCOMING MEETINGS

- **Next Meeting - 6 June 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	School Staff Room
July	25 July	School Staff Room
August	NA - Read- 'A-Thon' Meeting	Online
September	5 September	School Staff Room
October	17 October	School Staff Room
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	Gaynor, Mel
X Country Sizzle and Juicies	23 May	Mel and her Dad, Claire
Disco	2 June (TBC)	Anna Chetty, Mel
Pizza Lunch	16 June	Bridgett/Anna T
Term 3: 17 July to 22 September		
Uniform Sale (3-4pm)	16 July	Gaynor, Mel, Sjaan
Quiz Night	2 September	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	9 October	
Pizza Lunch	25 October	Bridgett/Anna T
Athletics Sizzle and Jucies	14 November	Mel H
Summer Festival	8 December	Sjaan/Gaynor