



Greenhithe School PTA Meeting Minutes

February 2024

Date:	13/02/2024	Location:	School Staff Room
Time:	7.00pm	Chair:	Sjaan Evans
Attendees:	Sjaan Evans, Claire Crutwell, Kelly Knowles, Kelly Olsen, Charlotte Glidden, Christine Patterson, Monica Wang, Charlotte Leggett, Tilly Harvey		
Apologies:	Mel Hurst, Gabby Aranky, Claire Steele, Bridgett Wilson		
PTA Comms	The 'PTA Crew 2023' 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 - Gabby Aranky Communications - Mel Hurst		
Fundraising	This years' fundraising will be put towards Kapa Haka uniforms, sandpit refresh. Board still to meet and see what other priorities are for this year.		

Action Items	Committee Member
Update PTA Brochure. Mel working on updating - completed	Mel - updated
PTA / Board 'Mixer'	Tilly

Key Decisions Needed by School	Committee Member
School needs to <ul style="list-style-type: none"> Accept some money from the PTA - need invoice for the Kapa Haka Uniforms 	Sjaan/Tilly

AGENDA

Agenda Items	Committee Member
Update from Chairperson <ul style="list-style-type: none"> Sjaan moved to transfer more money to school for kapa Haka uniforms, 	Sjaan

	<p>Tilly seconded.</p> <ul style="list-style-type: none"> - Presence of PTA at events we haven't attended before such as New Entrants day, Whanau day. - agreed by Stephen during first catch up. - PTA are providing free ice-blocks on Whanau day. PTA to man stand Discussed ideas for the year – ice-blocks, pizza lunch, disco. Looking at an alternative to quiz night, maybe something like bitchin' bingo. Move from read-a-thon to math-a-thon to support schools' Math focus. Teacher appreciation day morning tea. Keep Summer Festival in December so we can have the children's performance. Look at producing a community cookbook to sell at the end of year along with a tea towel. Sjaan has links to contacts from the people who created the Taupaki school cookbook a couple of years ago. Christine Patterson volunteered to be involved with cookbook creation. Attempt a movie night, probably in term 2. - Other ideas include honey, selling family portraits for Mother's Day. 	
	<p>Treasurer's report</p> <ul style="list-style-type: none"> - Refer to AGM minutes. 	Tilly
	<p>Social Media and comms</p> <ul style="list-style-type: none"> - Mel working on PTA brochure to hand out to parents at events 	Completed
	<p>School Update</p> <ul style="list-style-type: none"> - Kapa Haka uniforms and sandpit refresh are what PTA funds will be paying for early in this year. - Raised that netball uniforms could be refreshed from PTA funds as they are getting to end of life. Separate spend pool so PTA funds can support if school wants to. Tilly to work with Michelle/Sharon. - When putting uniforms on Kindo, funds to go straight to the PTA account instead of the school account. 	Steven, Michelle, Kelly
	<p>Pizza Lunch</p> <ul style="list-style-type: none"> - Bridgett happy to run again, needs to be on a Wednesday. SE to review dates to reflect this. 	
	<p>Uniforms</p> <ul style="list-style-type: none"> - Second hand uniform sale made just over \$1,000 in January. Each term sale will be on an afternoon in the first week, - Sjaan met with Stephen and the uniform shop representative. Uniform shop looking at new stock for this year, getting samples bought in. Items discussed were around quality of the shirt collar due to fading and the main shirt area. Very proactive response - will have samples which the PTA will trial over the term. The uniform shop purchase in June/July for the next years' stock. - Hat has issues – hardly any sun coverage and flies off children's heads easily. Raise with Management and Uniform Shop - Skorts are heavy material and get too hot in summer - raised to look at lighter weight material. - May need to relook at all the uniform items while we're working with them 	
	<p>General</p> <ul style="list-style-type: none"> - Swimming sports. Sunscreen reapplication could be an issue. Kelly said the school will take sunscreen down to swimsports. - Need to check expiry date of sunscreen PTA provided to classrooms. All ok until 2025. - New entrant meeting 27 March should have a PTA presence – 6 – 7. Kelly Olsen and Tilly Harvey to attend prior to board meeting. SE to attend. - Cookbook – look to kick off a project group. Split into different categories 	<p>Tilly</p> <p>Sjaan</p>

	<p>(e.g. mains, desserts) for different year groups to bring in recipes. At Taupaki they set up times for the families to bring in prepared recipes for the photographer to shoot. Need the recipes to be written well and tested before including. Approx 300 families in the school.</p> <ul style="list-style-type: none"> - Update whatsapp groups. - Money to go towards sandpit cover and kapa haka uniforms. Board to discuss other priorities when they meet early this year and report back to PTA. - A little more interaction with the board would be good – invite chair of board to PTA meeting. - Math-a-thon to line up with Maths week early term 3. - Cross country – sausage sizzle and juices for senior school, just juices for juniors. - Look at putting the Sir Edmund Hillary pickaxe on Trade Me as a fundraiser. - Look at a working bee to clear out and reorganise contents of the PTA outdoor cupboard. - Monica volunteered to translate PTA comms to Mandarin. 	<p>Tilly</p> <p>Stephen</p>
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UPCOMING MEETINGS

- **First day back = 1 February 2024 (Parent/teacher Interviews January 31)**
- **Next Meeting – 21 March 2024, School Staff Room**

Month	Date	Location
February	13 February 2024	School Staff Room
March	26 March	School Staff Room
April	30 April (focus on Cookbook, Disco)	Online
May	7 May	School Staff Room
June	4 June	School Staff Room
July	23 July	School Staff Room
August	TBD	School Staff Room or Online
September	17 September	School Staff Room
October	TBD	School Staff Room or Online
November	19 November	School Staff Room
December	10 December	School Staff Room

PTA VACANT ROLES

- 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 - 12th April	Date	Lead
Uniform Sale (4-5pm)	Tuesday 30 January	Completed
Whanau Day	Friday 16 February	Completed
School Cookbook	Throughout Term 1	
Swimming Sports	Tuesday 27 February	
New Entrant Meeting	Wednesday 27 March	
Pizza Lunch	Wednesday 10 April	
Term 2: 29th Apr - 5th July		
Uniform Sale (2.45pm)	Tuesday 20 Apr	
X Country Sizzle and Juicies	Tuesday 28 May	
New Entrant Meeting	Wednesday 26 June	
Disco	28 June	
Pizza Lunch	Wednesday 3 July	
Term 3: 22 July to 27 September		
Uniform Sale (3-4pm)	Tuesday 23 July	
Movie Night	Friday 16 August	
Quiz Night (or other)	TBD	
Calendar Art?	By the School	
Pizza Lunch	25 September	
School Cookbook Launch	w/c 23 September	
Term 4: 14 October to 15 December		
A-thon???	End October - November	
Athletics Sizzle and Juicies	Tuesday 19 November	
Junior Athletic Juicies	TBD	
Pizza Lunch	11 December	
Summer Festival?	14 December	

LIST OF FUNDRAISING IDEAS

- Sleepovers/movie night in the school hall
- Camping on the school field
- Colour Run - obstacle course. Local fire brigade was involved to wash people down at the end. Where? School field seems unlikely. Wainoni Park? Run it through the same group as run read-a-thon.
- Wheel-a-thon.
- Cookie Time cookies.
- Honey