

**Greenhithe School PTA Meeting Minutes**

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**June 2024**

| **Date:** | 11/06/2024 | **Location:** | School Staff Room |
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| **Time:** | 7.00pm | **Chair:** | Sjaan Evans |
| **Attendees:** | Sjaan Evans, Gabriella Aranky, Mel Hurst, Kelly Olsen, Kelly Knowles,Toni Holt, Tamaryn, Anna Tonkin, Charlotte Leggit, Bridgette, | | |
| **Apologies:** | Claire Crutwell, Evita Toala, Tilly Harvey, Claire Steele | | |
| **PTA Comms** | The ‘PTA Crew 2024’ 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 new people can be added. | | |
| **PTA Committee** | Chair - Sjaan Evans  Treasurer - Tilly Harvey  Secretary - Gabby Aranky  Communications - Mel Hurst and Kelly Olsen | | |
| **Fundraising** | 2024 fundraising will be put towards Kapa Haka uniforms, a sandpit refresh. Board to meet to suggest any other priorities this year. | | |

| Action Items | Committee Member |
| --- | --- |
| Need to confirm Uniform Sale | Mel/Sjaan |
| PTA / Board ‘Mixer’ | Tilly |
| Toilet Paper for fundraising drive - communications on the FB pages and the newsletter. | Mel |
| Math-a-thon - please let the team know who wants to help with Math-a-thon | ALL |

| Key Decisions/Actions Needed by School | Committee Member |
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| School needs to:   * Various items for the disco | Kelly |

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# Agenda

|  | Agenda Items | Committee Member |
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|  | **Update from Chairperson**   * Agenda tonight: lanyards for tickets and lolly bags, cookbook updates, Math-a-thon suggestion to run from 1-16 August during Maths week. | Sjaan |
|  | **Treasurer's report**   * May saw two fundraisers being the Preloved Uniform sale for Term 2 (raised $1500) * cross country for years 3-6. Raised $900). Great effort from everyone involved. * We have had some expenses for events coming up with the deposit for Beats by Bingo, Disco expenses, and the Support Staff Morning Tea, which was well received) * Disco ticket pre-sales numbers: 212 for Junior and 143 for Senior. | Tilly |
|  | **Social Media and comms**   * No update this month | Mel |
|  | **School Update**   * House leaders will be on hand to help out as well as a 17yr old ex-greenhithe student for the Disco | Stephen, Michelle, Kelly |
|  | **Pizza Lunch - Term 2**   * Thanks for all your help! * Next Pizza Lunch is on 3 July | Bridgette |
|  | **Junior Cross Country**   * Ice block sales: teachers to hand out * PTA will assist on the day |  |
|  | **Disco - NEON**   * 21st June 5-6pm for Junior, 6:30-7:45 for senior * restrict to 1 ticket per child * Kids to hand in lanyards on the way out for re-use next year * Open doors at 5:45 to ease congestion * Tickets on the door * $7, $11, $15, $17 click options * 212 Juniors, 143 Seniors bought tickets * 72 Parent volunteers - 25 parents will be selected at random * Volunteers will receive emails with instructions this week * Click items: donuts, ice blocks, sausage sizzle, glow in the dark bling, lolly bags * Chips and bracelets handed out whilst waiting in the queue. * DJ sorted and lights booked * Teachers to supply drink bottle tubs if they have | Mel/Claire/Gabby/Anna  Sjaan |
|  | **Math-a-thon**   * 1-16 August during Maths week * Timeline being worked on by Tilly and she will liaise with Joana Snowden Room 15 | Tilly |
|  | **Cookbook**   * Timing:   + Form: out to parents with instructions - COMPLETED   + Recipes returned: by 31 May - COMPLETED   + Sponsor Pack: to go out week - COMPLETED   + Artwork: Mrs Sam to gather, portraits for tea towel - need to distribute small paper for kids to draw on - Kelly K - COMPLETED   + Launch: End Term 3 (presales during August)   + Photos: Mid - to end term 2, term 3 layout and editing, printing. * Request for photos of Greenhithe on facebook page - ONGOING * 174 recipes submitted and being edited * Charlotte, Gabby and Kelly working on layout and editing * Selected recipes will be called to be photographed * Team needed to plan a launch party | Charlotte G/ Gabby/Kelly/Peiter/ Claire/Claire S/Sjaan |
|  | **General**   * Movie Night will be on hold till next year unless someone is willing to take the lead on organising and planning. * Board and PTA to put on a morning tea for Teacher Appreciation day on 25 Oct which is also a Teacher only day * Parents Night Out: Beats by Bingo $150014 September * Previous years Real Estate Agents have donated to cover the cost, we will approach Ray White this year. * School interactive sign board for information outside main gates. Will look into costs. * Summer Festival update: food trucks are booked, VR booked, agreed that we will not run a market this year. Date set for Friday 13th December | Sjaan |

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# Upcoming Meetings

* **Next Meeting – 23rd July**

| **Month** | **Date** | **Location** |
| --- | --- | --- |
| February | 13 February 2024 | Completed |
| March | 26 March | Completed |
| April | 30 April (focus on Cookbook, Disco) | Focus group online meeting |
| May | 7 May | Completed |
| June | 11 June | Completed |
| July | 23 July | School Staff Room |
| August | TBD | School Staff Room / Online |
| September | 17 September | School Staff Room |
| October | TBD | School Staff Room / Online |
| November | 19 November | School Staff Room |
| December | 10 December | School Staff Room |

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# PTA Vacant Roles

* All parents and caregivers are automatically members of the PTA - no invitation necessary, all are welcome!

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# PTA Calendar of fundraising events for 2024

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\*\*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 | Ongoing |
| Swimming Sports | Tuesday 27 February | Completed |
| New Entrant Meeting | Wednesday 27 March | Completed |
| Pizza Lunch | Wednesday 10 April | Completed |
| **Term 2: 29th Apr - 5th July** |  |  |
| School Cookbook | Throughout Term 2 | Ongoing |
| Uniform Sale (2.45pm) | Wednesday 1 May | Completed |
| Support Staff Appreciation Day | Thursday 16 May | Completed |
| Cross Country Sizzle and Juicies | Tuesday 28 May | Completed |
| Junior Cross Country Ice blocks | Wednesday 19 June | Mel |
| New Entrant Meeting | Wednesday 26 June | Sjaan |
| Disco | Friday 21st June | Mel |
| Pizza Lunch | Wednesday 3 July | Bridgette |
| **Term 3: 22 July - 27 September** |  |  |
| Uniform Sale (2.45pm) | Tuesday 23 July | Mel/Sjaan |
| Beats by Bingo | Saturday 14 September | Claire S |
| Calendar Art | Term 3 | Run by the School |
| Pizza Lunch | Wednesday 25 September | Bridgette |
| Math-A-thon | Thursday 1 August | Tilly |
| School Cookbook Launch | w/c 23 September | Charlotte G |
| **Term 4: 14 October - 15 December** |  |  |
| Athletics Sizzle and Juicies | Tuesday 19 November | Mel |
| Junior Athletic Juicies | TBD | TBD |
| Pizza Lunch | 11 December | Bridgette |
| Summer Festival | 13 December | Sjaan |
|  |  |  |

# List of Fundraising Ideas

* Movie Night
* 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