

**Greenhithe School PTA Meeting Minutes**

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**May 2025**

| **Date:** | 13/05//2025 | **Location:** | School Staff Room |
| --- | --- | --- | --- |
| **Time:** | 7.00pm | **Chair:** | Sjaan Evans |
| **Attendees:** | Sjaan, Mel H, Tilly, Vicki Matheson, Rinnie, Tokiko, Asma, Pieter | | |
| **Apologies:** | Bronwyn, Tamaryn, Gabby, Kelly O, Claire Steele, Bridgett, Evita, Mike, Sisi, Marinka | | |
| **PTA Comms** | The ‘PTA Crew 2025’ 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** | 2025 fundraising will be put towards **TBC** | | |

| Action Items | Committee Member |
| --- | --- |
| PTA / Board ‘Mixer’ | Tilly |
| Toilet Paper for fundraising drive and Fundraising Shop - communications on the FB pages and the newsletter. | Mel |

| Key Decisions/Actions Needed by School | Committee Member |
| --- | --- |
| Invoice for the Basketball bibs - completed  Will school will do something over Disco time.  Request to shift Summer Festival date to December 12  Information on where PTA funds will be allocated | Vicki |

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# Agenda

|  | Agenda Items | Committee Member |
| --- | --- | --- |
|  | **Update from Chairperson**   * Big thank you for the help with House T-shirts, Calendar Raffle, Shore to Shore etc * BBQ purchase - Claire, Pieter, seconded - Anil - gas bottles - Tilly to look at options. * Shelving for the office - second the shelving Sjaan | Sjaan |
|  | **Treasurer's report**   * Ice blocks - $520 * Uniform Sale T2 - $1130 * T-Shirts - over 200 ordered * Finished annual return * Tricky chats - $70 - FB - SE to do - House leaders to set up chairs Mon arvo * Pizza lunch $1000 * Mothers Day Sale -$87 * Calendar - currently 259 stubs in office - payments online line up - | Tilly |
|  | **Social Media and comms**   * 608 followers on FB page * 6500 views on FB * Will boost certain posts | Mel |
|  | **School Update**   * Summer Fest - move date - Vicki to ask * Confirmation on where money to be spent - Principal will direct this. | Vicki |
|  | **T-Shirts:**  Printed Wed/Thurs  How to distribute - hand out to teachers and they distribute | Rinnie |
|  | **Pizza Lunch - Date** Thursday 26 June   * Confirmed | Bridgett |
|  | **Calendar Raffle:**   * Selling at shops - this weekend - SE from 3pm | All |
|  | **X- Country Sausages**   * Helpers - Claire, Claire, Tilly, Mel, Sjaan, Mel’s Dad * Gazebo - with Charlene * Use football club BBQ * Report to be done Thursday morning * Coffee van to be confirmed | Mel |
|  | **Disco - Freaky Friday with Neon theme**   * Hired UV lights - SE can do collection and drop back * Yr 0-3 5-6pm * Yr 4-6 6.30 to 7.45pm * Lanyards - need help to put together * $7 entry only - chips and glow bracelet with ticket - go down line and hand out glow stick and chips. * Donuts, sausage sizzle, ice blocks, lolly bags, face painting, water bottles in class line up * Need BBQ updated * Charlene cannot DJ - Katie Bunston-Wells - RM 13 can do this. * Nothing with batteries - bracelets, neon washi tape * Helpers - Mel to gather information on what she needs help with. * Rinnie to look at her photobooth costs * House leaders to help |  |

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# Upcoming Meetings 2025

| **Month** | **Date** | **Location** |
| --- | --- | --- |
| February | 25 February 2025 | Completed |
| March | 25 March 2025 | Completed |
| April | 9 April 2025 | Completed |
| May | 13 May 2025 | Completed |
| June | 10 June 2025 | School Staff Room |
| July | 15 July 2025 | School Staff Room |
| August | 12 August 2025 | School Staff Room |
| September | 9 September 2025 | School Staff Room |
| October | 21 October 2025 | School Staff Room |
| November | 18 November 2025 | School Staff Room |
| December | Post Summer Fest | 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 2025

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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: 3 February - 10 April** | **Date** | **Lead** |
| --- | --- | --- |
| Uniform Sale (4-5pm) | Tuesday 30 January | Completed |
| Friday Ice blocks | Ongoing | Completed |
| Whanau Day | Friday 28 February | Completed |
| House T-Shirts | Launch Mid-Feb | Completed - need to hand out |
| New Entrant Meeting | Wednesday 26 March | Completed |
| Shore to Shore | Sun 6 April | Completed |
| Pizza Lunch | Thursday 10 April | Completed |
| **Term 2: 28 April -27 June** |  |  |
| Uniform Sale (2.45pm) | Tuesday 29 April | Completed |
| Calendar Raffle | Drawn All June | Sjaan |
| Cross Country Sizzle and Ice blocks | Tuesday 27 May | Mel/Sjaan |
| Junior Cross Country Ice blocks | TBC May/June |  |
| Disco | Friday 13 June | Mel |
| New Entrant Meeting | Wednesday 25 June |  |
| Pizza Lunch | Thursday 26 June | Bridgett |
| **Term 3: 14 July - 19 September** |  |  |
| Uniform Sale (2.45pm) | Tuesday 15 July | Mel/Sjaan |
| Beats by Bingo | TBC | Claire Steele |
| Production Play Bill and Photos | Week 7 |  |
| New Entrants Meeting | Wednesday 27 August |  |
| Pizza Lunch | Thursday 18 September | Bridgett |
| **Term 4: 6 October - 16 December** |  |  |
| Teacher Appreciation Day Morning Tea | TBC October |  |
| Athletics Sizzle and Juicies | Tuesday 4 November | Mel |
| Junior Athletic Juicies | TBC November |  |
| Pizza Lunch | TBC | Bridgett |
| Summer Festival | Friday 5 December | Sjaan |

# List of Fundraising Ideas

* Golf Days
* 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
* Coloured T-Shirts for the different houses designed and sell for $15, order at start of term
* Donut Day
* Mother’s Day Sales, Pre-prepared gifts - Pepper & Me
* Colour run