

**Greenhithe School PTA Meeting Minutes**

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 **July 2025**

| **Date:** | 20/07//2025 | **Location:** | School Staff Room |
| --- | --- | --- | --- |
| **Time:** | 7.00pm  | **Chair:**  | Sjaan Evans |
| **Attendees:**  | Mel H, Tilly, Gabby, Kelly, Claire S, Tamaryn, Michelle B, Sisi Shao, Samanth Ebel-Brown, Pieter, Claire C |
| **Apologies:** | Sjaan, Katie Vincent |
| **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 EvansTreasurer - Tilly HarveySecretary - Gabby ArankyCommunications - 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 |
| --- | --- |
| Information on where PTA funds will be allocated for 2025 | Vicki |

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# Agenda

|  | Agenda Items | Committee Member |
| --- | --- | --- |
|  | **Introductions:*** Please go around the table and introduce each other.
 |  |
|  | **Update from Chairperson** * Apologies I cannot make this meeting however I very much appreciate you all attending to discuss Term 3. Also great to have Sam along.
* Term 3 is an exciting term with Production and Beats by Bingo - along with our standard activities which the kids love - pizza lunch!
* Shelving for the cupboard. - second the shelving Sjaan - still to be implemented however intend to do in August.
 | Sjaan |
|  | **Treasurer's report*** Current to date: around $18,000?
* **Term 2: Summary:**
* Tricky chats $
* House t-shirts $700 (pre order for Athletics term 4, wk3 winning house announcement)
* Calendar $5500
* Cross country $1000.50
* BEats by bingo sold out! Lots of payment to come
* Disco $2800
* Junior iceblock $100
* Preloved uniform $700 +
* Toilet paper 2 sales
* Pizza lunch t2 $1100
* Purchase a new BBQ finally!
* Transfer money to school $1500 proposed Tilly, seconded Claire S and Mel H
 | Tilly |
|  | **Social Media and comms**  * 624 followers on FB page (up on 608 last meeting)
 | Mel |
|  | **School Update*** Andrea needs to chat to the board to let us know what the fundraising will go towards
 | Vicki/Andrea/Sam |
|  | **Production*** Quick overview - will do the playbill (memento book) and class photos.
* Booklet printing cost $5.20 +gst each for 100
* Photos laminated $13, Digital photos $8

**Disco** * Photobooth was a great hit!

**Calendar Raffle*** Went well but a lot of effort required especially in sourcing prizes. Might be better to have a bigger break between them
 |  |
|  | **Beats by Bingo: 23rd August: Sponsored by Jayden and Anil from Ray White - Hill Billy Bingo*** DJ Dad all booked in
* Will need helpers on the night - Sjaan/Tilly/ Claire C/ Kelly/ Pieter/
* Number of tables sold?
* Games will be on offer as well, including the clown face game!
* Additional tables - not enough space with the stage
* Raffle/Auction Prizes:
	+ Signed Warriors shirt
	+ Warriors tickets for first game
	+ Fire Truck Ride
	+ Principal for a Day
	+ Anils Raffle
	+ Dance Pointe Term Voucher
	+ Kiwi Kick Stars Bundle
	+ Baby Sensory Voucher
	+ Volans Voucher
	+ Can do random things from PTA cupboard
	+ Also any un-collected Calendar Raffle prizes
* 3-5 live auctions and a few silent auctions
* Haybales on offer from Sjaans Dad
* Plan number of floats and denominations needed
* Tilly to organise a second eftpos machine
* Team members to acknowledge behaviour and alcohol policy - zero tolerance on behaviour-
 |  Claire Steele |
|  | **T-Shirts:*** **Let’s do another push before Athletics**
 | Rinnie |
|  | **Pizza Lunch - Date** Thursday 18 September | Bridgett |
|  | **Summer Fest:*** Food Trucks booked
* Facepainters and Balloon artists booked
* Photobooth booked
* Other activities booked - VR room, Kumon tutoring, Candy Floss/Popcorn

Samantha Chair of the board* Board is grateful for the work that you do and the effort you put in. What you do is for the things that the school cant afford. We try to allocate that your funds go towards this that are visible. We are really grateful to you and would be nice to get the board and the PTA together.

Tricky Chats feedback* It was a great community evening and not just for fundraising, lets look and see what else is out there that we can offer (Claire S)
* Should Jo come back next year? Great feedback from parents. She could come back with a different topic. Possibly term 1 and again in term 3
* Appealed to different parents, some we haven’t seen before.
 | Sjaan |

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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 | Completed |
| July |  22 July 2025 | Completed |
| August | 12 August 2025 |  |
| September | 16 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  |
| 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 | Completed |
| Cross Country Sizzle and Ice blocks | Tuesday 27 May | Completed |
| Junior Cross Country Ice blocks | TBC May/June | Completed |
| Disco | Friday 13 June | Completed |
| New Entrant Meeting | Wednesday 25 June | Completed |
| Pizza Lunch | Thursday 26 June | Completed |
| **Term 3: 14 July - 19 September** |  |  |
| Uniform Sale (2.45pm) | Friday 18 July | Completed |
| Beats by Bingo | 23 August | 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 | Wednesday 29 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
* Donut Day
* Mother’s Day Sales, Pre-prepared gifts - Pepper & Me