

Waipu Primary PTA

Meeting called to order:

Mon, 13 February 2023 / 7:06 PM / Zoom meeting by Jenni Mansell

Attendees: Dee Field, Christian Dally, Jenni Mansell, Jordan McDonald, Neil Troost, Julie Turner, Paula Ewers, Glenice Andrews, Jo Nelley

Apologies: Sarah Budgen, Rebecca Cook, Heather Beaton, Tori

AGENDA

1. Approve Previous Minutes
 2. Chairperson's Report [Jenni Mansell]
 3. Treasurer's Report [Sonika Barrington]
 4. Principal's Report [Julie Turner]
 5. PTA Roles 2023[Jenni]
 6. Sports Uniforms (Paula)
 7. Garden to table Aprons (Rebecca)
 8. Carnival
 9. AGM – 6th March
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MINUTES

1. Previous Minutes

Approved by Jenni Mansell, seconded by Neil Troost.

2. Chairperson's Report

Nothing to report.

3. Treasurer's Report

No formal treasurers report but reported that we started 2023 year with cash balance of \$90k and received \$1,451 for Kids art (2022) during January. This was the only movement so far.

Paula reported that we could make more money this year. \$1 extra per item – for this to happen we moved kid's art to term 2. Previously ordered in term 3.

The financials for previous financial year (2022) have been completed and submitted to John Draper. John Draper has also completed his review and signed and sent through his report. The reports have been emailed to Chairperson and Secretary.

Jenni asked the team if the Waste Management bill we received was for us. Confirmed that this was not our bill to pay.

Jenni also asked if the \$5.4k (GST inclusive) bill we received for literature from Waipu Primary could be approved to pay. Confirmed approval to pay \$4.6k exclusive of GST.

Glenice, Jordan and Julie provided information on the literature requirements for this year and going forward as well as what we have already purchased. Previously we bought resources for Junior school (Liz Kane materials) Linda Kramer have tested these and preferred Liz Kane resources for Junior school. Jordan visited One Tree Point and observed and confirmed that Ideal resources will be suitable for Senior School. These resources are all digital but you can print it out. The purchases for this current year are for senior school. Possibly would need additional funding for reading books for senior school.

Treasurer presented a draft budget for 2023 with approved spend of \$30k for carnival budget, \$10k for literature and numeracy (approved at the meeting) for senior classes, \$8k for sports uniforms, \$4k carry over for swimming pool repairs and \$8.5k for chairs and tables.(Chairs etc coming up on the agenda later). Team agreed that having a budget is a good idea to help guide us for what our plan and ideas are for the coming year. The budget will be discussed further once we have the new PTA confirmed later in the year.

Confirmed that the budget will not replace the treasurers report but just a once off planning document.

4. Principal's Report (Julie)

School had a positive start. Started this year with 250 kids. Up to 27 kids in senior classes – junior classes are less. Three new teachers. Becca replaced Emma who is on maternity leave. Rebecca Cook (trained teacher) will be coming in once a week or a few days a term to do Garden to table classes. Bri also started. Amy Eager has increased her hours to 80% of the working week. Marie Smith has taken on the Synco roll. Had two teacher only days on the 31st January and the 1st February.

The garden to table timeframes etc has not been formalised. Neil wanted to know what has been dropped to accommodate garden to table once a week. Glenis and Julie suggested garden to table for one day a term per classroom. Glenice confirmed that the kids would not reduce core learnings. They will also write, read and learn numeracy and other skills during garden to table classes. Healthy and nutritious food, how to grow and cook food, Class teachers will be in a supportive role during these classes.

BOT was positive about the chairs proposal of \$17k and \$17.5 for stage – just need to formalise the specifics. Dee will present to BOT as per her email sent through. PTA agreed and confirmed the details of Dee's email was good. Dee was thanked for doing this.

Julie confirmed that she has sent through an agenda to BOT but still awaiting feedback.

5. PTA roles [Jenni]

Sonika Barrington has resigned as PTA treasurer – moving back to Auckland. Do not have a specific date yet. Sonika will still perform treasury duties till after Easter Carnival .

Dee confirmed that she will still perform role of PTA Secretary.

Lisa van Veen was suggested as possibility for treasurer. Glenice said she had a few parents who are bank managers and will have a chat to them.

Chairperson role is available. Jenni confirmed that her last meeting would be the AGM on the 6th March.

Jenni confirmed she will have her last coffee meeting on the 20th February – Joanna would support her and confirmed that she was happy to do these coffee meetings going forward.

Christian Dally offered to oversee Treasurer duties temporarily if we do not have a replacement by the time Sonika leaves.

Secondhand uniforms – Heather Beaton will look after this until we confirmed the way forward

6. Sports Uniforms [Paula]

Kirstyn to send through an update to the school with examples of what is available. Need to confirm exactly what the school wants – new logo? Etc Next steps would be BOT and school to come back to us with what they would like. There is costings for the various options.

Paula presented the opportunity re kids art for Mother's day cups. PTA said this term too busy with camps and easter carnival.

7. Garden to table Aprons (Rebecca)

Rebecca not here to provide details. Dee mentioned she had mentioned she needed 20 Garden to table aprons. Carried forward to next meeting.

8. Carnival (Dee)

Carnival is ticking along. Tracking a bit behind previous carnival timelines. Carnival meeting scheduled for Tuesday the 14th February– weather dependent.

Jenni offered to help – Dee asked if she can attend the next Carnival meeting.

9. AGM – Monday 6th March

Need to give a week's notice for an AGM meeting. Have to advertise when changing the constitution.

ACTION ITEMS

1. Julie to request BOT to publish their minutes, also to invite BOT to attend the PTA meetings.
2. Dee to put an add out re coffee meeting and PTA roles. Send a personal invite to new parents. (Facebook)
3. Julie to follow up with Kirstyn to present sports uniforms details to the school.
4. Jenni and Joanna to have coffee meeting on the 20th February.
5. Jenni and Joanna to add Carnival roles to coffee meeting discussions.
6. Dee to email Financials and review report from John Draper to all. Also need to advertise (on facebook?) proposal to change the PTA constitution. Also attach a link to the revised constitution.
7. Jordan to check PTA shed for how much alcohol is left.

NEXT MEETING

Monday, AGM 6 March 2023.

Meeting closed: 9:01PM