

# Waipu Primary PTA

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## **CALLED TO ORDER:**

Mon, 24 July 2023 / 7:05 PM / by Christian Dally

## **ZOOM:**

<https://us02web.zoom.us/j/85132644308?pwd=NWRtc2hTZHFHN0NVbzR5bUZnVGxGQT09>

**ATTENDEES:** Dee Field, Christian Dally, Paula Ewers, Julie Turner, Sarah Budgen, Neil Troost, Charlotte Andrews, Alice McLennan, Rebecca Cook, Nikki Mrsich, Ella Buckle (BOT), Glenice Andrews, Lisa van Veen, Carey Sym.

**APOLOGIES:** Jo Nelley, **Tori Nathan**, Claire Nicholls, Rita Knight, Jordan McDonald, Heather Beaton, Melissa Wong.

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## **AGM AGENDA**

Welcome and Karakia (Christian & Rebecca)

1. Approve Previous Minutes
2. Chairperson's Report [Christian]
3. Treasurer's Report [Lisa]
4. Principal's Report [Julie Turner]
5. Previous Action Items
6. New BBQ [Dee]
7. Ideas for Teacher/PTA bonding events
8. Scooter Track Signage
9. Next Carnival [Dee]
10. Carnival Fund Allocation [Dee]
11. Garden to Table/Path to Garden [Bex]

## MINUTES

### 1. Previous Minutes

Previous minutes from May [here](#). Not approved. CD to ensure Neil's position on Prime Maths was minuted properly. Approved.

June Meeting minutes [here](#). Approved.

### 2. Chairperson's Report [Christian]

G2T seems to be flourishing, thank you for your efforts with this. Also thanks to the mums who put the stage together. Seems we got the right kit.

Moving forward for these meetings, I would like thoughts on making sure we can finish these meetings by 8.30. Agenda needs to go out early enough so that people can add an agenda item and can also comment on the items prior to the meeting. Can see ahead what the topics are going to be. CD will approve the agenda before final agenda is distributed.

Want to keep it short, sharp and brief. Further to the chat after the last meeting, this is an inclusive space where people can share their ideas. CD and DF are available if you want to flag outside of meeting.

Julie, Ella and I met after the previous meeting, we discussed a few things including, agenda items and what are relevant for the PTA and what is more relevant to direct straight to the school. We need to give Julie time to consider ideas rather than put her on the spot. The role of the PTA is primarily supporting the school and fundraising. We want to enhance the dialogue between the school and parents around Concerns, Challenges etc. We do need to be mindful that this is a public forum, it's minuted and made available to the wider public. We shouldn't be discussing individual children or people and need to be a bit sensitive about what we discuss and in how much detail.

We also had conversation around what happens when something is raised, the school needs to come back to us and update appropriately. Julie and BOT are keen to keep us updated.

Academic performance has also been discussed. The PTA are not the experts on this, we can bring our ideas, but ideally the school would bring us the data. School is looking at

some of the learning support areas. It is my hope that the school can come to us for help if needed so we can support where appropriate.

We also need to think about what we want to spend money on, what are the longer term ideas for the school, e.g. hall extension.

Julie has a responsibility to be protective of her staff and students, so wants to reiterate she needs to be careful about the kinds of discussions that are held during PTA meetings. We have a set procedure for raising concerns.

### 3. **Treasurer's Report [Lisa]**

Treasurer's Report can be found [here](#).  **Treasurer's Report –June/July**

Hold onto the allocated money for the pool \$4k, for just in case. Can release the allocated funds for Carnival.

Becs got some cabinets - she hasn't been reimbursed, will bring an idea of cost to see if we can pay for it.

### 4. **Principal's Report [Julie]**

- Principal's monthly update
- Any immediate/tactical funding/support required
- Periodic update on academic performance stats and areas of concern & any initiatives requiring PTA assistance to implement/fund
- Periodic "Big Ticket" project discussion/ask/proposal/update
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Matariki Festival was an amazing success. Our kids did so well, even after getting up after BBC who put on a stunning performance. Senior speeches were outstanding this year. Coming back to Term 3 we did our own Matariki school celebration - classes did a rotation around a whole lot of activities. This included having soup and bread which was produced from the garden. That same day we had a performance from Strike - percussion band.

Learning Convo's tomorrow plus reports. Cross Country practice starts this week also. Inquiries this term are around Dinosaurs and Mini beasts (big insects).

Maddie Egan from Mangawhai Beach School will be starting next week in Room 7 taking over from Linda Kramer. She wasn't able to be released until then. Harlen Kepa has taken over kapa haka - knows Matua Alex well.

Have got funding for stage three of the driveway. Involves a lot of drainage and not much concrete. Includes an attenuation/sump type construction. Sorting the drainage is key. Stage 4 will see the completion of the concreting all the way down the driveway.

Meetings for the upgrade for Rooms 1-4 and rooms 7 & 8 are starting soon. Heat pump will be going into the library which included replacing the whole switchboard. Have

really struggled with the wet weather over winter, including damage to parts of the property from the working bee.

All staff have completed their first aid certs.

## 5. Previous Action Items

1. Action: CD to ensure Prime Maths minutes are correctly recorded in the May minutes. Done
2. Action: LVV to get money back from Cindy. In progress.
3. Action: Marsden Metals is an option for getting rid of freezer, dishwasher and BBQ. DF to ask. Will do.
4. Action: DF to put Teacher/PTA Bonding and fundraising ideas to go on the agenda for next time. Yes.
5. Action: CD to follow up security issue with BOT Still in progress. CD to send a letter to the BOT by this Friday with a specific query.
6. Action: JT to remind the duty teachers about kids playing out the front. Done.
7. Action: Rita Knight to look into a walking school bus. Not present. JT - contacted Martin Geddes, community constable taken on education role. Met with him, wanted to assess the safest place for crossing. The current location is the safest place, but tomorrow he will bring a constable to have another look. He's also looking into Kea Crossings for us. LVV also looked at this and said we probably wouldn't meet the criteria as Argyle is a very safe road. **Action:** Put Crossing/Safe Routes to School back on agenda.
8. Action: JT to update on the student security/safety conversation - update on risk assessment and any plan/ask possibly including quotes for security cameras or other options if the school is ready to do so). BOT have not met yet. We do not currently have any children that meet the criteria for funding for 'runners'
9. Action: Lisa Van Veen to look into Kea Crossings. See above.
10. Action: DF to Promote Easy Bus again in the newsletter. Done.
11. Action: Charlotte to provide contact details about the BJJ people and look into options. Johnny will be coming to meeting with Charlotte and Julie next week. Run very structured courses. Would be good to have some more informal options as well as formal lessons.
12. Action: JT to ask Ella Buckle about what options there are for parenting programs. We can share this with parents. The Parenting Place came to do a few sessions with the school years ago. PTA funded a community event. We asked for \$4 per person to give it value, gave away prizes etc. PTA even convinced the Camp ground to give them some free accommodation. Katherine Burkett is great. Nathan Wallis is relevant for 0-3 years. **Action:** CD to call the Parenting Place.
13. Action: Tori will offer Mens Shed our shed. Not present.
14. Action: Dee to get options and quotes for a new BBQ. Done.
15. Action: Dee to scan the two signage options and distribute via email for discussion. Done, in agenda.

## 6. New BBQ [Dee]

There's a few options, some more expensive than others. Can buy a catering BBQ for less than \$500. CD is chucking \$250 towards the BBQ. **Action:** CD will buy and get \$200 reimbursement.

## 7. Ideas for Teacher/PTA bonding events

Carried over from last meeting. Was put forward that it would be cool to have some events for the teachers and the PTA. Doesn't need to be a fundraising thing. If we do raise some money accidentally we could give it to charity..

Each year one group took responsibility for organing.

Used to have an end of year staff, PTA and BOT event.

PTA will organise one for this year. Let's get Tori involved. Sometime towards end of term. Early September or October is ideal. **Action:** JT to find some suitable dates.

## 8. Scooter Track Signage

Two options were distributed. [Option 1 \(page 1\)](#) and [Option 1 \(page 2\)](#). [Option 2 \(page 1\)](#) and [Option 2 \(page 2\)](#).

There was divided opinion at the last meeting as to whether this would be used or whether it would just look good. This needs further discussion a). Do we want to pay for the signage, and b). Which option?

Opinions still divided: DF said she would be in support but only if there is a learning opportunity attached to it, it would need to be included within the road safety curriculum with the juniors. They might look good, but very expensive. Idea came from Julie Levell. CS said that if we were to do it, we need to do it properly so that they last. Also need to be aware how much paint is put on the concrete, might make it slippery.

Neil project managed the installation on the scooter track and went to St Francis Xavier to look at their scooter track. Our track was designed more for senior school. JT supports it from a road safety perspective.

There is concern that they might be susceptible to vandalism - NM wonders if we should put money towards cameras first before buying assets.

Security camera funding application made again by Cindy to Alex McLean. Declined again. Will be trying Pub Charities or Grass Roots. Need a second quote (ARC have provided one). Julie will ask Security First for information. **Action:** DF to give JT contact information about Security First BDM who is based in Waipu.

Paper vote undertaken - does the PTA want to pay for scooter track signage and installation?:  
**Outcome:** 4 No, 8 Yes. Passed. We need to find out installation costs. Alex McLean might be open to founding this as they partially funded the scooter track in the first place. **Action:** DF to speak to Cindy about this.

## **9. Next Carnival [Dee]**

Need to make a decision about whether Carnival will happen in 2023 or 2024.

Have had a Carnival every year that we have been able to for the last 15. Do we want to continue doing this annually or move to biannual?

DF noted that she had concerns about the necessity of the Carnival every year given we don't really spend it all and wondered if there is a bit of fatigue around the community about giving money to the school. Also noted it's such a burden on the PTA, the Carnival Crew, SOME parents and the community. Also conceded that this conversation is primarily driven by her own negativity towards the role and the burden of Carnival on her.

EB noted that in previous years Carnival funds have been allocated consistently; 40% goes to a big 10 year plan or project. 25% goes towards operational, 5% for teachers wish list. Strategic spending is a big topic for BOT.

CD - makes a lot of money, spend it in useful places, need a longer term project. 5-10 year plan, we can then take that to the local businesses and get sponsorship over a longer term.

Can we assign roles/stalls to each class. Might make it less scary for volunteers. Carnival meeting needs to happen.

**Outcome:** Let's tentatively say we will do it. **Action:** DF and CD to set a Carnival meeting with the aim of identifying key team members for 2024.

Would be good to have a long term plan for the funds. Need the BOT to make a decision.

## **10. Carnival Fund Allocations [Dee]**

A couple of meetings ago we talked about how it would be good to ask the kids what they want to spend the money on. Did that ever get passed to teachers for their input?

It would also be good to know if the BOT wants to go ahead with hall extension, if so we need to know what they would like from the PTA so we can start setting money aside for it.

Also need to make a decision about how much to give the 'Year 6 volunteers'

Information has not been given to Dee in time for PTA to make a decision. **Action:** Add back to next agenda.

#### **11. Garden to Table/Path to the Garden [Bex]**

Super muddy to get to the playground and the gardens. Would be great to have a path around the outside of the tennis courts. Property budget wouldn't have capacity for this. We need to ask BOT to adjust the property. If we can then we'll cost it out. Can ask the Bridgers for a concrete quote. School family.

Amazing things that have been donated. Bunnings Managawhai have provided seedling mix, tumbler compost, wheel barrow. Stephen has been building the tumbler. Graduation Programme, donate a tree per each graduating classroom. Will come along in term 3 with their team and have extended to build us a raised garden bed. This won't fit in the space allocated to the garden, will this mean we have to do a property adjustment? There is a strategic property plan. This is probably not a PTA matter though.

Hammer Hardware also want to sponsor the garden to table programme.

**Action:** RC to write to BOTY to ask about adjusting property for a path and to allocate space for another raised bed.

#### **12. Student achievement certificates and parent attendance at assemblies when they are awarded [Carey]**

Discussion as to whether PTA can help/input into certificate design and the possibility of parents being invited to the awarding of the certificates?

Can parents be notified when their kids get a certificate? Nice way of bringing parents to the school. **Action:** JT to get teachers to alert parents for the School Values certificates. Can the background behind the Values certificates be communicated in the newsletter so parents understand.

CS thought the artwork on the certificates needs fixing up. GA and JT explained that the art used were selected in a competition by the students for each of the flags for Resilience, Respect, Kindness. Three years of consultation involved in the school values.

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## **ACTION ITEMS**

1. **Action:** DF to ask if Marsden Metals is an option for getting rid of freezer, dishwasher and BBQ. DF to ask.
  2. **Action:** DF to put PTA/BOT/Teacher event planning back on agenda.
  3. **Action:** CD to send a letter to the BOT by this Friday with a specific query regarding security
  4. **Action:** DF to put Crossing/Safe Routes to School back on agenda.
  5. **Action:** Tori will offer Mens Shed our shed.
  6. **Action:** CD to call the Parenting Place and enquire about options for bringing programmes to Waipu.
  7. **Action:** CD will buy a new BBQ from Bunnings (Jumbuck 6 burner) and get \$200 reimbursement.
  8. **Action:** JT to find some suitable dates for a BOT/Staff/PTA event
  9. **Action:** DF to give JT contact information about Security First BDM who is based in Waipu.
  10. **Action:** DF to speak to Cindy about whether Alex McLean might part fund the scooter track signage.
  11. **Action:** DF and CD to set a Carnival meeting with the aim of identifying key team members.
  12. **Action:** RC to write to BOT to ask about adjusting property for a path and to allocate space for another raised bed.
  13. **Action:** JT to get teachers to alert parents for the School Values certificates.
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## NEXT AGENDA ITEMS

1. Allocation of Carnival funds to Year 6 Camp
2. Crossing/Safe Routes to School.
3. Extra bits for the stage.
4. BOT/PTA/Staff event.

## NEXT MEETING

Next meeting will be on Monday 4th of September 2023.

**MEETING CLOSED: 9.00PM**