



Minutes of PTA Meeting

2nd August at St Thomas's School

Meeting opened 7.35pm

Present: Gina, Emma W, Julie, Donna, Naani, Sally, Keri, Kim, Mandy, Andy, Lydia (visiting)

Apologies: Kelly, Emma O, Theresa

Noted: Kelly to become a Friend of the PTA due to other commitments

- 1) Minutes of previous meeting - sent via email and confirmed by Yvonne
- 2) Board meeting next Tuesday – Yvonne to attend
- 3) Correspondence In / Out

Blaupunkt batteries fundraiser. Profitable but will consider next year.

Entertainment guide contact has resigned. Nobody to take his place yet.

PTA Casino committee members have sent requests out to various businesses for sponsorship and seeking donations for the Casino night.

- 4) Treasurer's report

Treasury report circulated and accounts approved.

- 5) Teacher's report (Sally)

Term 3 started with a very busy schedule.

- i. Future Focus: Parents evening on Thursday evening. Innovative Learning Spaces - Reading/Writing/Maths/e-Learning.
- ii. Student Led Conferences week 4.
- iii. Life Education caravan weeks 4 and 10.
- iv. Passion project starts this Friday.

- v. Planner/builder companies have come through to look at options for the new building.
- vi. Have had lots of visitors: COL and in school and across school leaders came through the school last Friday. Tomorrow we are having a group of Japanese Principals come tomorrow to look through the school and liaise with Michael on the trends of education in NZ.
- vii. Year 4s are holding a couple of information sessions next week for parents: Google Docs homework.
- viii. School Cross Country - Week 5
- ix. St Thomas's School production week 9.

PTA events:

- x. PTA Greet-a-thon. Promotion and learning weeks 5 & 6; testing week 7.
- xi. Calendar Art and Smencils this term.

6) Meeting with Principal update

Yvonne and Keri met with Michael and discussed the Casino night plans. Michael is happy to donate "Principal for a Day". It would be good to find fun/interesting transportation for the winner to ride to school that day. Casino flyer will be translated into Japanese and Chinese.

7) General Business

Casino Night update

- i. Deposit has been paid. Barefit has agreed to sponsor a table, but we need more table sponsors at \$500. Companies seem happier to donate prizes than money. We may need to drop the cost closer to the date to attract sponsors.
- ii. Emma W will apply for the special liquor licence this week. Jo's licence has lapsed (Tohu Wines), but we may not need a duty manager present on the night, so long as we have a "responsible person". Andy is happy to take on this role. Naani will contact the council to confirm requirements.
- iii. Rotovegas – need help sourcing accommodation and activities for this major auction prize. Jucy campervan confirmed.

Yvonne to check Music Education Centre and ask Helen S about using her bach in Whangamata.
- iv. Payment for tickets will be by deposit into the PTA bank account.

- v. Signs have gone up outside the school and they look great. Yvonne to add stickers on how to book.
- vi. Naani and Andy finalising quantities of alcohol to buy from Pak n Save (wine) and Lion (beer and cider). Non-alcoholic drinks to be supplied by Coca Cola.
- vii. Food – we still need to source meat for sandwiches. Andy to check with Storage King and St John's Butchery. Bakers Delight will supply bread.
- viii. Andy will check Fetu's availability, otherwise Mandy has a contact.
- ix. Payment of invoices for glasses – Emma W will pay closer to the time.
- x. Andy has confirmed a cleaner for 8am @ \$100. Yvonne to get office to cancel first scheduled booking in the hall.
- xi. Casino people coming 1 hour before start time. Table sponsors need to know because there won't be much time to dress the table.
- xii. Dress code – anything goes

Greet-a-thon update from Naani and Kim

- i. 39 greetings to be done by partner testing on 31 August.
- ii. Week 7 for collection (4-6 September). We discussed various payment options including Flexibuzz, but decided on cash.
- iii. Spot prizes won't be daily. Prizes are necessary for motivation and interest. Categories will be for the class with the most money raised in juniors, middle and senior school; the first class with all entries in; highest individual total overall; spot prizes. Need to check PTA shed for old forms to use as a template.
- iv. PTA buys card paper; printing at school.

Smencils / Calendar Art update

Smencils has seen some interest, but not a big fundraiser. Yvonne will have final figures for the next meeting.

Calendar art is underway this term. Sally to promote art production to the teachers.

24-28 July - Paper arrived and distributed to classes

29 August (week 6) - Final day for teachers to submit Art to Sally (M2). Art goes to Abacus for scanning and uploading online.

18 September (week 9) - Start date for parent orders; closes 29 September.

Calendars printed over the school holidays and delivered by Monday 23rd October.

Sausage sizzle term 3

Friday 22nd September. Andy P and Andy (Donna's husband) to cook.

Yvonne and Donna to coordinate.

School production

Yvonne raised the possibility of the PTA serving wine, beer and refreshments at the St Thomas's school production at the Selwyn Theatre 20-22 September.

We would need to apply for a special licence for this event. Miriam Gwyn thinks it would be a good idea and Michael will put it to the Board at next Tuesday's meeting.

Social outing

Thursday 14 September. Julie to arrange; possibly at Portofino.

8) Summary of actions

Topic	Action	Responsibility
Casino	Find sponsors for tables and auction prizes	All PTA
Casino	Work with Michael to get flyer translated	Keri and Yvonne
Casino	Set menu and agree quantities of food and alcohol Source ham	Naani and Andy Andy
Casino	Check availability of Fetu as DJ	Andy
Casino	Decorations, Furniture and Equipment hire	Emma O
Casino	Contact Council about duty manager requirements Secure liquor license	Naani Emma W
Casino	Update budget	Emma O
Casino	Check Music Ed Centre and Helen re bach prizes	Yvonne
Casino	Find companies to donate to the Rotovegas prize	Mandy, Yvonne (plus anyone else...)
Casino	Put stickers on signs re booking and arrange flyers	Yvonne
Athon	Check prizes in PTA shed	Kim and Naani
Athon	Sponsorship forms to be created and sent out	Kim
Athon	Organise roster of money counters 4-6 September	Kim

Production	Subject to board approval, seek liquor licence	Yvonne and Emma W
Night out	Book a restaurant	Julie

9) Next PTA Meeting:

- Weds 6th September, 7.30pm
- Wine & Cheese = Emma W and Theresa

Meeting closed 9:05pm