



## Minutes of PTA Meeting

7.30pm Wednesday 6<sup>th</sup> March 2019 at St Thomas's School

### Meeting opened 7.30pm

**Present:** Sally, Emma O, Emma W, Donna, Andy, Julie, Shakil, Marie, Luke, Peter

**Apologies:** Alexis, Amanda, Michelle, Naani, Michelle, Abbey, Lydia.

**1. Confirmation of Previous Minutes** – confirmed as read. Seconded Emma W

### 2. Board update (Peter)

- Recent board meeting was held on 19<sup>th</sup> February. Building project underway and continues, council consents undertaken, build commences May/June ending quarter one 2020. Low risk Asbestos identified over Christmas holidays, removed and eliminated. Fencing should now remain intact and will be reviewed as needed.
- Strategic plan identified and adopted for the for the school year. Refer to the new board on the wall in staffroom outlining detailed explanation of new strategies within the school.
- A facilitated meeting introduced the concepts of learner agency.
- “Learner agency is about having the power, combined with choices, to take meaningful action and see the results of your decisions. It can be thought of as a catalyst for change or transformation. Within a school context, Learner Agency is about shifting the ownership of learning from teachers to students, enabling students to have the understanding, ability, and opportunity to be part of the learning design and to take action to intervene in the learning process, to affect outcomes and become powerful lifelong learners, ie agentic.” <http://core-ed.org/research-and-innovation/ten-trends/2017/learner-agency/>
- Apologies for stealing Kerry, but this brings about a useful collaboration.
- Thank you for past fundraising support.
- Ministry centralisation taskforce report available for all to comment, submission dates end of March. Employers role of all staff in school means overheads and health and safety now handled by education hub thus reducing effort and administration of the board. Initial reactions appear positive however control of some areas may be changing. Submissions reviewed and reported to govt end of 2019. Anyone can submit a comment. Tomorrow's schools review – have your say 2019. <https://conversation.education.govt.nz/conversations/tomorrows-schools-review/>
- Board elections 5 May 2019.

### 3. Correspondence In / Out

- IN: Fundraising requests: Badger Designs
- OUT: 35 invitations for New Parents Morning Tea 12 Rsvps

### 4. Treasurer's report – Emma W

- Annual accounts were circulated prior to AGM for approval. Confirmed as read, seconded Julie.
- Current report mini PNL reported with analysis of expenses approved, seconded Shakil
- \$5000 donation to board

- Change bank a/c signatures and new person to make payments now Kerry left

## 5. Teacher's report – Sally

- **School Events:**
- Thanks to the PTA for a fabulously successful school picnic that was enjoyed by students who attended – and staff enjoy wandering around and chatting to families.
- Howick Historical Village Visit – Y3.
- Eastern Suburbs Softball Competition. Yr 8 won – Yr 7 – 3<sup>rd</sup>.
- Yr 2 – next week off to Kohi – Madill's Farm and Kohi Beach.
- E-Asttle Testing – Today's staff meeting: We looked at interpreting the test results and how to share these with our students to ensure they become agentic learners.
- Swimming lessons within the school and at Swimtastic continue. Very valuable with three swimming teachers in the pool per classroom.
- Management is looking forward to tomorrow evening's "Home School Partnership Evening" where we hope to share our Strategic Direction for 2019. Workshops – Literacy, Yr 7/8 learning transition to college, Learner Agency, Supporting Special Needs.
- Sally discussed Student Agency and showed the PTA the e-Asttle testing/marking/website that can assist students being agentic.

## 6. General Business:

### a) Picnic Review (Emma O)

- We had another truly successful picnic with another great turn out.
- The cultural stalls are continuing to grow and are offering amazing food choices. We discussed advertising this earlier and communicate the food options.
- The variety of rides and experiences seemed to keep the children entertained.
- The addition of Kelly Club was exciting for the kids, and we were fortunate that they donated one of their leaders to do face painting.
- Our Swirly Wirly lady mentioned it was difficult for her to compete with Mr Whippy. Given that she is a St Thomas's parent we can look at cancelling Mr Whippy next time.
- The Jeep takings appeared to be down, our take was \$105 (15% take vs Roger school Dad at 50%). They have communicated that they won't do a pay and play next year as it doesn't cover their costs and suggested getting a sponsor to pay for the cost. Potentially they could reduce the ride time as well. However, if Roger receives an earlier prompt for permit this could revert back to him, thus increasing profit margin
- The pony ride circle was good for queue management but 2 is better value, maybe revisit for next year.
- Some vendors did not communicate the need for power so we had to rush and connect them, we will add this to our check list for next year in our communication with them.
- While we do communicate that this is a cash event, we could look at getting Eftpos cash out machines – to be discussed next year as it is a cost.
- Suggestion has been made to change from temporary tattoos instead of face painting – revisit next year.
- The PTA stall was successful, with the addition of Jolly Jars and reusable bags. The Jolly Jars sold out, very appealing for the kids. The bags were a little lost, potentially need to run as an independent fundraiser. Mandy mentioned that at St Heliers each class is allocated responsibilities and then chased/harassed by a PTA representative – revisit next year our version of this next year.
- Overall, we feel it was a great success and will continue to improve and enhance this social event.
- Target new parents at pony ride (where most new younger students are waiting in line) offer a sign up sheet on the spot

- Shakil will introduce wider range of snacks to try for next time, perhaps offering tasters
- Sausages perfect number \$200 sold out
- Addition of Pizza proved to be popular
- Change name? St Thomas's Family night?
- Shakil suggested we offer opportunity for local dance, martial arts classes etc, to demonstrate / perform and promote themselves
- Suggest commence comms and planning term 4, Agenda item last meeting of term 3

#### **b) Quiz Committee**

- Committee (Alexis, Andy, Amanda, Naani, Emma O)
- Regular meetings to be held and committee to report back.
- Proposal letter to be formulated soon so PTA members can start to track down some auction items, need to start actioning now in order to be prepared in time
- Emma O to meet with Ray White and confirm sponsorship.
- 15 June proposed (Saturday Night)
- Rock and Reel theme proposed to use Selwyn leftovers

#### **c) Movie (Julie)**

- Couples movie Rocketman – Elton John Thursday 30 May Theme? Costumes/prizes ? 7.15 start nibbles 8pm movie
- Toy Story 4 for kid's option 20 June onwards for pre-release. Normally held on a Sunday afternoon 2pm

#### **e) Second Hand Uniform Sales**

- We have been approached by the school to sell second hand uniforms.
- Proposed biannual sales for example, shout out week 8, sale week 10 of term 1 and term 4
- Call for collections each term. Proposed we approach Kathy Davies for advice
- Ideally, we would have one person take responsibility for this. Abbey, Julie and Marie agreed
- Lost property to be added – Sally to arrange
- Funds go towards hardship fund - suggest to board

#### **f) Fundraising**

- Chocolate Fundraiser (Emma O): I will touch base with Michael to gauge his assent for this type of fundraiser. Whittakers chocolate 40% margin, opt out offered, Winter sales term 3? (melty choc)
- Doodle Boards (Luke): carry forward next meeting Led magna doodle quite hardy Donna will remind Luke
- Badge initiative – opposed
- Carry forward - plants agenda April meeting
- Bags handover from Mandy to Alexis / Naani

**7. Next PTA Meeting:** Wednesday 3<sup>rd</sup> April 7.30pm

**Meeting closed 8.42pm**

## Summary of actions:

Topic	Action	Responsibility
Quiz Committee: Naani, Emma, Mandy, Andy, Amanda, Alexis.	Regular meetings to be held and committee to report back, Sponsorship letter for auction item recruitment	Emma O
Sponsorship	Proposal letter and met with Ray White	Emma O
Movie Night	Adult couples movie night Child movie afternoon	Julie
Second Hand Uniforms	Term 1 and 4 collections and sales	Julie, Marie, Abbey
Lost Property	Coordinate for sale	Sally
Admin	Continue hand over of comms processes	Keri to Emma O, Donna and Abbey
Fundraising initiative	Doddle Boards presentation	Luke, Donna
Fundraising Chocolate Sales	Explore with Micheal	Emma O
Fundraising Reusable Bags	Hand over	Mandy to Abbey, Naani

## Wine & Cheese roster:

Meeting	Who
Weds 3 <sup>rd</sup> April	Emma W & Luke
Weds 1 <sup>st</sup> May	Andy & Abbey
Weds 5 <sup>th</sup> June	Michelle & Marie
Weds 3 <sup>rd</sup> July	Mandy & Shakil
Weds 7 <sup>th</sup> August	Naani & Amanda
Weds 4 <sup>th</sup> September	Alexis & Lydia
Weds 16 <sup>th</sup> October	Julie & Tanya
Weds 6 <sup>th</sup> November	Donna & Kav
Weds 4 <sup>th</sup> December	Emma O & Richard

Note: If you are unable to attend the meeting you are assigned please make arrangements with your buddy or swap with someone.