



## Minutes of PTA Meeting

7.30pm Wednesday 4 March 2020 at St Thomas's School

### Meeting opened 7.45pm

**Present:** Emma O, Alexis, Nicolette, Justin, Angela, Sally, Emma W, Keri, Nicki

**Apologies:** Josie, Naani, Shakil

**Confirmation of Previous Minutes:** Alexis & Ange

### Co-Chair report (Emma O and Alexis)

- BOT Meeting 18/2 – attended by Emma O'Brien. BOT Minutes available from school website
- Meeting with Principal 4/3:
  - Fundraising focus for 2020 – to be agreed
  - Updated Michael with the AGM role nominations
  - New parents' morning tea – followed up with Tina
  - Top Schools report
  - PTA flyer for new parents' bag – Michael wants to approve before printing

### Correspondence In / Out

- Picnic payments

### Teacher's Report (Sally)

### Treasurer's Report (Emma W)

- Picnic – EFTPOS income to be realised, Swirly Whirly & Sausage Sizzle donations to come, Rubbish bins payment to go out still.
- \$5k donation to Board proposed & approved.

### General Business

1. Yummy Stickers
  - Remind through comms about the process
  - Have sticker forms at office & teachers cubby holes
  - One copy to everyone to take home
2. Picnic de-brief – full review in Dropbox
  - Replace Petting Zoo next year – too expensive, and horses being upset by noise
  - Laughing Clowns were a hit
  - Cultural stalls – be ready and organised at start of Picnic, no set up or cooking during
  - Separate floats for each stall needed to keep track of income
  - Confirm Picnic date earlier to book it in (confirm date before end of year)

- Set up was good with lots of helpers
- Pack down was not – not enough helpers, need to push this more next year
- Helpers roster – ask parents to put their name against a job early on
- Suggest a Kids dancing competition next year
- Suggest students sell art / photography rather than Jolly Jars etc

### 3. Events for 2020

- Term 1
  - i. Pizza Fri 13<sup>th</sup> March – helpers comms out
  - ii. Movie Night
  - iii. Iceblocks
- Term 2
  - i. Pizza
  - ii. Entertainment Books (April)
  - iii. Lantern Walk Sun 3<sup>rd</sup> May
  - iv. Quiz (June)
  - v. Musical Showcase
  - vi. Iceblocks
- Term 3
  - i. Pizza
  - ii. Athon
  - iii. Calendar Art
- Term 4
  - i. Pizza
  - ii. Disco
  - iii. Ham
  - iv. Movie Night
  - v. Iceblocks
  - vi. On school field camp out night (ask Michael)

**Next PTA Meeting:** Weds 8<sup>th</sup> April 7pm

**Meeting closed 9.24pm**

#### Summary of actions:

| Topic                     | Action   | Responsibility  |
|---------------------------|--|-----------------|
| 2020 PTA Fundraising goal | Confirmation on what we are supporting?  | Emma O / Alexis |
| Movie Night               | Select movies  | Keri            |
| Yummy Stickers            | Add explanation to next newsletter & send out reminders through comms  | Keri            |
| Jessica Brown             | Contact in regards to event poster design & PTA flyer for new parents  | Keri            |
| PTA Sandwich Board        | Look at options & cost to purchase board & also to print professionally all messaging for the sandwich board | Keri            |
| 2020 Comms Calendar       | To be put together for all events / activities across the year   | Keri            |

|                 |   |                 |
|-----------------|---|-----------------|
| School website  | Update PTA pages with meeting dates, events & fundraising goal, once agreed   | Keri            |
| Michael meeting | Check on Camping night<br>Suppliers / Providers – how can we ask / involve Parents with appropriate businesses in jobs required by school; painting, building etc | Emma O / Alexis |

### Wine & Cheese roster:

| Who                | Date                           |
|--------------------|--------------------------------|
| Naani & Nic G      | Weds 8 <sup>th</sup> April     |
| Nicolette & Sally  | Weds 13 <sup>th</sup> May      |
| Shakil & Josie     | Weds 10 <sup>th</sup> June     |
| Emma O & Alexis    | Weds 22 <sup>nd</sup> July     |
| Josie & Naani      | Weds 12 <sup>th</sup> August   |
| Keri & Nic G       | Weds 9 <sup>th</sup> September |
| Alexis & Ange      | Weds 14 <sup>th</sup> October  |
| Nicolette & Shakil | Weds 11 <sup>th</sup> November |
| Sally & Emma O     | December TBC                   |

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