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 **Minutes for PTA AGM**

*7.00pm Wednesday 8th March 2023*

*School Staffroom*

**PRESENT –**

Josie Tait, Sally Clothier, Ange Lieskounig, Olga Bibko, Nicolette Rattenbury, Viran Ranchod, Tracey James, Lincoln Jiri, Locardia Jiri, Kathryn White, Kav Morton, Melissa Martin, Claire Fromow, Faustin Okitolela, Charly Mita.

**APOLOGIES –**

Ida Tang, Keri Brown.

**CONFIRMATION OF PREVIOUR MINUTES -**

Moved to accept by Kathryn White, seconded by Kav Morton.

**MATTERS ARISING FROM PREV MINUTES –**

No

**CHAIRPERSONS REPORT -**

Presented by Josie Tait. Adopted by Kathryn White, seconded by Sally Clothier.

Written by Josie Tait and Nicolette Rattenbury (Co-chairs of St Thomas's School PTA)

St Thomas's School PTA had a very active and successful 2022. This report will summarise our activities and celebrate our successes from 2022.

As a committee we aim to bring together the school community for fundraising and social events. We support the Board of Trustees initiatives as well as the functions of teachers and office staff to encourage engagement of all whānau in social events at St Thomas's School. Throughout 2022 we have continued to direct funds raised to the development of the outdoor plan including the bike track and directing funds towards the upcoming installation of the basketball court through donations to the BOT. During 2023 we will continue to raise funds towards this goal, particularly the basketball court.

We have farewelled some members and welcomed a number of new members into the PTA in 2022. Josie Tait and Nicolette Rattenbury as Co-chairs working with a team of great committee members (Keri Brown, Ange Lieskounig, Kav Moreton, Kathryn White, Tracey James, Melissa Martin and Ida Tang, with Ruth Dimes and Naani Abercombie retiring from the PTA half way through the year). Thank you all for your commitment to the PTA and support towards St Thomas's School.

A huge thank you to Sally Clothier, our teacher representative on the PTA. Sally, thank you for all the energy you give to us in your role, the gift of your time, your insightful teacher reports, added teacher perspectives, coordination with others, and your presence at PTA meetings and events. Sally, thank you, thank you, thank you, from all of us.

We managed a huge increase in fundraising activities in 2022 as Covid lockdowns and isolation became a thing of the past. Our total donations for 2022 were $50,000! Whilst we started the year with some difficulty, unable to run face to face events in term 1, we were able to offer hot cross buns for Easter, and picked up pace soon after with a very successful math-athon early in term 2. The rest of the year ran successfully without interruption.

Athon $17819 - Keri & Kav ran 2022's 'math-athon’ in term 2. The years profits were up and it was great to see the enthusiasm on the maths focus this year. This was one of our most successful fundraisers and we are looking forward to another successful athon this year. Thank you to Keri and Kav for all their efforts, and to all the people who came in and counted the money!

Quiz night $12677 - This successful fundraiser took place with a Beer fest theme which was a lot fun. Thank you to everyone who helped out with this event, especially to Ange who organised all the food for the night, Keri for all you do behind the scenes, Sally for liaising with school, to our major sponsors (Ray White Ōrākei, Cormac, and AV Technix), to John Campbell for running the auction and to Sam Franks for being our star MC on the night.

Colour run $2676 - This event was run in term 4 with a heavy downpour as we kicked off the run, aiding the colour sticking power. Thank you to Kathryn for coordinating this event and Kelly Anthony for being our staff rep on the day. A first for St Thomas's which we hope to run again in 2023. The students involved had a great time running the bouncy castle and completing the obstacle course set up round the field, all whilst being doused in colour powder.

Disco $1199 - this one's for the students. Thank you to Keri for coordinating the disco and ensuring everyone was on board, and to the year 6s for their contribution on decorations, and the year 7 volunteers.

Top Gunn Movie Night $314 - A fun night was had by all at this special event held in honour of Maverick.

Entertainment Books $212 – the uptake of entertainment books has been very low with competitive options available to all. Despite this, there continues to be a small group of people who renew their subscription each year.

Calendar Art $3005 - Josie ran this fundraiser with Sally - thank you to you both. Last year this fundraiser moved earlier in the year so that staff were completing the artwork with students in term 2. This worked well as it took pressure off ordering later in the year and we will do the same this year. Thank you, Josie and Sally for keeping this fundraiser going.

Ice-blocks $2102 - This ever popular fundraiser continues on dry-weather Friday's throughout the year. Ange continues to lead out this weekly fundraiser selling ice blocks at $2 or three for $5, which continues to be a successful strategy. Thank you to Ange for running this throughout the year!

Yummy Stickers $829 - worth of Sports gear was raised through the yummy sticker promotion during 2022. Thank you to Naani who collated and sent off the Yummy stickers, entitling the school to new sports equipment. This is a very simple process and benefits all the children at school.

Dusty’s Baked Goods $335 – This fundraiser took place again in 2022 with another successful delivery. Josie and Keri liaised with the team at Dusty Apron to arrange orders and delivery of the goods. While Nic & Kathryn delivered goods to classrooms to take home. This was another successful fundraiser which we hope to run again in 2023.

Second Hand Uniform Sales $4993 – Our sale of second hand uniform serves multiple purposes. It's a lucrative fundraiser, provides a much needed service to the school and reduces waste through the recycling of uniform. These are now being run at the start of each term, at times through online ordering. However there is a lot less time and effort involved by running these between 2.45 and 3.15 on a school day. However, the availability of uniforms on meet the teacher day at the start of the year will remain an option in 2024. The low prices keep our sale affordable and attractive to many. We will need to purchase some boxes to ensure our uniforms can be kept neatly on the shelves in J4.

Hot Cross Buns $186 - Thank you to Ange for organising this yummy fundraiser.

Christmas Hams and Turkeys $1108 – Thank you Ange, Keri and Saint John’s Butchery, for running this fundraiser. This remains a beneficial and simple fundraiser with families collecting orders directly from Saint John’s Butcher.

Cookie time cookies $151 - an easy Christmas time fundraiser to run. Thank you to Keri for coordinating this.

Honey $198 - this was another easy to run small scale fundraiser.

Pizza / Sausage sizzles – we have not had any PTA pizza/sausage sales during 2022, with school returning to running the pizzas, COVID limiting onsite activities, and our BBQ falling apart on us. However we received a generous donation from Bunnings of a much needed new 6 burner hotplate BBQ for the PTA, therefore we look forward to seeing whether these are possible again in 2023.

We also received a huge discount on a new freezer for the PTA from Fisher & Paykel. Thank you to them for the contribution towards our ongoing fundraising efforts.

Similarly the PTAs involvement in the New Parent’s Morning Tea has wavered as for quite some time these were not being run. Previously a co-chairperson has attended these along with Michael Maher. It would be great to explore opportunities to share information about the PTA with new families to the school.

Finally, we would like to say a huge thank you to all members of the PTA for your continued commitment and time that you dedicate to support your children’s school. In particular a huge thank you to Keri Brown who is retiring from the PTA this year after 9 years of involvement and putting her hand up for many roles.

This year we aspire to continue to raise school spirit in our community and fundraise to support the BOT in bettering the facilities and resources within our school grounds, with a particular focus on playing surfaces such as the new basketball court.

**FINANCIAL REPORT –**  By Keri Brown, presented by Nicolette Rattenbury

Moved to accept by Kathryn White, seconded by Nicolette Rattenbury.

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| **ST THOMAS'S SCHOOL - TREASURERS REPORT** |  |  |  |  |  |  |  |
| **AS AT 08.03.23 MEETING** |  |  |  |  |  |  |  |
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|  | **2023** | **2022 (FULL YEAR)** |   |  | **2021 (FULL YEAR)** |  |  |  |
|  | **INCOME** | **EXPENSES** | **PROFIT** | **INCOME** | **EXPENSES** | **PROFIT** | **NOTES** |  | **INCOME** | **EXPENSES** | **PROFIT** |  |  |  |
| **Picnic** | $5,264 | $2,326 | $2,939 | $0 | $0 | $0 |   |  | $4,374 | $2,812 | $1,562 |  |  |  |
| **Quiz** | $0 | $0 | $0 | $18,313 | $5,636 | $12,677 |   |  | $1,200 | $207 | $993 |  |  |  |
| **Athon** | $0 | $0 | $0 | $18,268 | $517 | $17,751 |   |  | $13,984 | $431 | $13,553 |  |  |  |
| **Sausage Sizzle** | $0 | $0 | $0 | $0 | $0 | $0 |   |  | $2,084 | $598 | $1,486 |  |  |  |
| **Pizza** | $0 | $0 | $0 | $0 | $0 | $0 |   |  | $0 | $0 | $0 |  |  |  |
| **Calendar Art** | $0 | $0 | $0 | $3,005 | $0 | $3,005 |   |  | $2,246 | $0 | $2,246 |  |  |  |
| **Hot Cross Buns** | $0 | $0 | $0 | $1,463 | $1,277 | $186 |   |  | $648 | $528 | $120 |  |  |  |
| **Disco** | $0 | $0 | $0 | $4,323 | $3,124 | $1,199 |   |  | $0 | $0 | $0 |  |  |  |
| **Iceblocks** | $906 | $0 | $906 | $2,122 | $20 | $2,102 |   |  | $1,576 | $44 | $1,532 |  |  |  |
| **Uniform Sales** | $1,476 | $0 | $1,476 | $4,993 | $0 | $4,993 |   |  | $1,938 | $0 | $1,938 |  |  |  |
| **Movies** | $0 | $0 | $0 | $1,587 | $1,129 | $458 |   |  | $0 | $0 | $0 |  |  |  |
| **Christmas Hams** | $0 | $2,684 | -$2,684 | $3,160 | $2,052 | $1,108 | $2684 is cost of 2022 Ham & Turkey orders - paid for in Jan 2023 |  | $2,498 | $2,052 | $446 |  |  |  |
| **Kinsterrain Honey** | $0 | $0 | $0 | $637 | $439 | $198 |   |  | $1,413 | $1,037 | $376 |  |  |  |
| **Entertainment Books** | $0 | $0 | $0 | $212 | $0 | $212 |   |  | $426 | $0 | $426 |  |  |  |
| **Dusty Apron** | $0 | $0 | $0 | $906 | $570 | $336 |   |  | $1,454 | $966 | $488 |  |  |  |
| **Colour Run** | $0 | $0 | $0 | $3,864 | $1,188 | $2,676 |   |  | $0 | $0 | $0 |  |  |  |
| **Cookie Time Cookies** | $0 | $0 | $0 | $1,277 | $1,126 | $151 |   |  | $0 | $0 | $0 |  |  |  |
| **Other** | $0 | $0 | $0 | $759 | $833 | -$74 |   |  | $1,132 | $579 | $553 | Musical Showcase & House T-shirts |
| **TOTALS** | **$7,646** | **$5,010** | **$2,636** | **$64,889** | **$17,911** | **$46,978** |  |  | **$34,973** | **$9,254** | **$25,719** |  |  |  |
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| **Other** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **BOT donations** | **2023** | **2022** | **2021** | **2020** | **2019** | **2018** | **2017** | **2016** | **2015** | **2014** |  |  |  |  |
| January\* |  |  | 15,000 |  |  |  |  |  |  |  |  |  |  |  |
| February |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| March |  |  |  |  |  |  | 8,000 |  |  |  |  |  |  |  |
| April |  |  |  |  | 5,000 | 5,000 |  | 10,000 |  |  |  |  |  |  |
| May |  |  | 10,000 |  |  |  |  |  | 5,000 | 7,000 |  |  |  |  |
| July |  |  |  |  |  | 20,000 |  |  |  |  |  |  |  |  |
| August |  |  |  |  | 30,000 |  |  | 35,000 |  |  |  |  |  |  |
| September |  |  |  |  |  |  |  |  | 38,000 | 42,000 |  |  |  |  |
| October |  |  |  |  |  |  |  |  | 0 | 10,000 |  |  |  |  |
| November |  | 30,000 |  |  | 15,000 | 15,000 | 40,000 | 20,000 | 15,000 | 0 |  |  |  |  |
| December |  | 20,000 | 20,000 | 20,000 | 11,500 | 15,000 | 15,000 | 15,000 | 11,000 | 11,000 |  |  |  |  |
| **Total BOT donation - YTD** | **0** | **50,000** | **45,000** | **20,000** | **61,500** | **55,000** | **63,000** | **80,000** | **69,000** | **70,000** |  |  |  |  |
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| \* payment made in 2021, but was from 2020 fundraising efforts |  |  |  |  |  |  |  |  |  |  |  |
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**ELECTION OF OFFICERS -**

Office of Chairperson/s – Josie Tait and Nicolette Rattenbury are nominated to continue in their roles as Co-chairs. No further nominations.

Moved to accept by Sally Clothier, seconded by Kav Morton. All in favour.

Office of Secretary – Tracey James has been nominated to continue position of secretary. No further nominations.

Moved to accept by Josie, seconded by Kav Morton. All in favour.

Communications manager – Keri Brown is standing down. Angela Lieskounig has been nominated for the position of communications manager.

Moved to accept by Sally Clothier, seconded by Nicollete Rattenbury. All in favour.

Office of Treasurer – Keri Brown is standing down. Melissa Martin has been nominated for the position of communications manager.

Moved to accept by Josie Tait, seconded by Kathryn White . All in favour.

**GENERAL BUSINESS –**

No matters arising.

**MEETING CLOSED AT 7.45pm**