



# Greenhithe School PTA Meeting Minutes

May 2024

<b>Date:</b>	07/05/2024	<b>Location:</b>	School Staff Room
<b>Time:</b>	7.00pm	<b>Chair:</b>	Sjaan Evans
<b>Attendees:</b>	Sjaan Evans, Tilly Harvey, Gabriella Aranky, Mel Hurst, Kelly Olsen, Kelly Knowles, Claire Steele, Marinka Safronova, Anna Tonkin, Claire Crutwell, Charlotte Glidden, Evita Toala		
<b>Apologies:</b>	Charlotte Leggett, Monica Wang, Sanjana Daws, Mat Daws, Tamaryn,		
<b>PTA Comms</b>	The 'PTA Crew 2023' Whatsapp group is used for quick and easy communications. If you are not in this group, please let someone know, everyone is set up as admin so can add new people.		
<b>PTA Committee</b>	Chair - Sjaan Evans Treasurer - Tilly Harvey Secretary - Gabby Aranky Communications - Mel Hurst and Kelly Olsen		
<b>Fundraising</b>	This years' fundraising will be put towards Kapa Haka uniforms, sandpit refresh. Board still to meet and see what other priorities are for this year.		

<b>Action Items</b>	<b>Committee Member</b>
Claire Steele to confirm dates for 'Bingo'	Claire
PTA / Board 'Mixer'	Tilly
Need to do another push on Toilet Paper	Mel
Disco - Sjaan to sort sausages and lollies/bags, Charlotte to sort lanyards, Claire S to sort UV lights	Mel

<b>Key Decisions/Actions Needed by School</b>	<b>Committee Member</b>
School needs to: <ul style="list-style-type: none"> <li>• Maeke to check gas bottles in BBQ for BBQ</li> <li>• Real Estate Agents to put up gazebos? Kelly to check</li> </ul>	Kelly

## AGENDA

<b>Agenda Items</b>	<b>Committee Member</b>
<p><b>Update from Chairperson</b></p> <ul style="list-style-type: none"> <li>- Thank you for a great Term 1!</li> <li>- Shore to Shore BBQ - positive event - thanks for the help!</li> <li>- Meeting held with Stephen Grady on 1 May. Positive feedback on the plan for the year again. <ul style="list-style-type: none"> <li>- Basketball hoops are progressing well and will be part of the PTA contribution.</li> <li>- PTA to put money towards the bank outside rooms 30 &amp; 31, paid for Kapa Haka uniforms.</li> <li>- Teachers and support staff will really appreciate the gesture of the morning tea for their respective days. 16th May Support Staff Morning Tea</li> <li>- Confirmed Cross Country Sausage Sizzle and Iceblocks - Charlene is our contact person. 28th May, 19th June yr1 &amp; y2 Cross Country</li> <li>- Confirmed Disco theme - Neon - 21st June</li> <li>- Discussed movie night - Get kids to vote - Fri 16th Aug (Term 3)</li> <li>- Updated on Cookbook progress - very excited about this!</li> <li>- Updated on Summer Festival progress</li> </ul> </li> </ul>	Sjaan
<p><b>Treasurer's report</b></p> <ul style="list-style-type: none"> <li>- Pre-loved Uniform (1 May) \$1400</li> <li>- Toilet Paper sold 3 boxes</li> <li>- New plastic bins for uniforms needed</li> <li>- Money approved for Shore to shore BBQ sponsorship</li> <li>- Pizza Lunch raised \$1100</li> </ul>	Tilly
<p><b>Social Media and comms</b></p> <ul style="list-style-type: none"> <li>- Facebook followers now at 533</li> <li>- Top post for last 2 months - preloved uniforms funds raised and cookbook</li> </ul>	Mel
<p><b>School Update</b> Calendar Art early August in line with Art exhibition</p>	Stephen, Michelle, Kelly
<p><b>Pizza Lunch - Term 2 - date = Wednesday 3 July</b></p> <ul style="list-style-type: none"> <li>- Thanks for all your help!</li> </ul>	Bridgette
<p><b>Cross Country:</b></p> <ul style="list-style-type: none"> <li>- Info to send out Next week</li> <li>- Maeke to check gas bottles in BBQ</li> <li>- Real Estate Agents to put up gazebos? Kelly to check</li> <li>- \$2 ice block, \$3 Sausages, Combo \$5, option to buy on the day</li> </ul>	Mel  Kelly
<p><b>Disco - NEON</b></p> <ul style="list-style-type: none"> <li>- 21st June 5-6pm for Junior, 6:30-7:45 for senior</li> <li>- restrict to 1 ticket per child</li> <li>- Sausages, lollies, donuts, chip bag &amp; glow sticks on arrival, kids bring in drink bottles stored in class tubs</li> <li>- Bling: 2 buckets of lollies, enough neon facepaints, 250 resealable bags,</li> <li>- source glow in the dark sticks, glasses etc</li> <li>- tickets on card and hung on lanyards</li> <li>- Kids to hand in lanyards on the way out for re-use next year</li> <li>- Claire S to sort out UV lights</li> <li>- Charlene will be DJ</li> <li>- Will request helpers on the night</li> </ul>	Mel/Claire/Gabby/Anna  Sjaan

	<ul style="list-style-type: none"> <li>- Sjaan will sort out the Sausages</li> <li>- Open doors at 5:45 to ease congestion</li> <li>- Tickets on the door</li> <li>- \$7, \$11, \$15, \$17 click options</li> <li>- Last year 1000 lolly bags sold!!</li> </ul>	
	<p><b>Uniforms</b></p> <ul style="list-style-type: none"> <li>- Wide brim hat - example shown at meeting</li> <li>- Great turnout however need to set up earlier</li> <li>- Option to do a sale on the shorts and skorts as we have so many PTA team agree to offer in bundles of 3 for \$5</li> </ul>	Mel
	<p><b>Cookbook</b></p> <ul style="list-style-type: none"> <li>- <u>Theme:</u> Flavours of Home.</li> <li>- <u>Concept:</u> Families submit receipts that are special to them. As much locally sourced as possible.</li> <li>- <u>Style:</u> Spiral bound</li> <li>- <u>Cost:</u> \$17 per book - 3 week turnaround on printing</li> <li>- <u>Price Point:</u> \$29</li> <li>- <u>Additional items:</u> tea-towel, dishcloth - Charlotte G to source</li> <li>- Categories:</li> <li>- Timing: <ul style="list-style-type: none"> <li>- Form: out to parents with instructions - COMPLETED</li> <li>- Recipes returned: by 31 May</li> <li>- Sponsor Pack: to go out week</li> <li>- Artwork: Mrs Sam to gather, portraits for tea towel - need to distribute small paper for kids to draw on - Kelly K</li> <li>- Launch: End Term 3 (presales during August)</li> <li>- Photos: Mid - to end term 2, term 3 layout and editing, printing.</li> </ul> </li> <li>- E-book post sales</li> <li>- Sponsorship email to go out tomorrow along with facebook posts for sponsorships &amp; recipe submissions</li> <li>- Permanent feature in the newsletter</li> <li>- Request for photos of Greenhithe on facebook page</li> </ul>	Charlotte G/ Gabby/Kelly/Peiter/ Claire/Claire S/Sjaan
	<p><b>General</b></p> <ul style="list-style-type: none"> <li>- Term 3 Math-a-thon, Movie night Friday 16th August tentative date, Parents night out?</li> <li>- School interactive sign board for information outside main gates. Will look into costs etc</li> <li>- Board and PTA to put on a morning tea for Support Staff on 16th May and Teacher Appreciation day on 25 Oct which is also a Teacher only day</li> <li>- <b>Parents Night Out: Beats by Bingo \$1500</b> suggested early August</li> <li>- Previous years Real Estate Agents have covered the cost try for the same this year, offering it to Ray White.</li> </ul>	Sjaan

## UPCOMING MEETINGS

- **Next Meeting – 30th April, Online**

Month	Date	Location
February	13 February 2024	Completed

March	26 March	Completed
April	30 April (focus on Cookbook, Disco)	NA
May	7 May	Completed
June	4 June	School Staff Room
July	23 July	School Staff Room
August	TBD	School Staff Room or Online
September	17 September	School Staff Room
October	TBD	School Staff Room or Online
November	19 November	School Staff Room
December	10 December	School Staff Room

### PTA VACANT ROLES

- All parents and caregivers are automatically members of the PTA - it is not by invite, all are welcome!

### PTA CALENDAR OF FUNDRAISING EVENTS FOR 2023

\*\*If you are keen to participate, please let the PTA Leadership Team know and you will be added to the relevant WhatsApp group\*\*

<b>Term 1: 1st February - 12th April</b>	<b>Date</b>	<b>Lead</b>
Uniform Sale (4-5pm)	Tuesday 30 January	Completed
Whanau Day	Friday 16 February	Completed
School Cookbook	Throughout Term 1	
Swimming Sports	Tuesday 27 February	Completed
New Entrant Meeting	Wednesday 27 March	Completed
Pizza Lunch	Wednesday 10 April	Completed
<b>Term 2: 29th Apr - 5th July</b>		
School Cookbook	Throughout Term 2	
Uniform Sale (2.45pm)	Wednesday 1 May	Completed
Support Staff Appreciation Day	Thursday 16 May	Mel/Claire
X Country Sizzle and Juicies	Tuesday 28 May	Mel

Junior X Country		TBD
New Entrant Meeting	Wednesday 26 June	Sjaan
Disco	Friday 21st June	Mel
Pizza Lunch	Wednesday 3 July	Bridgette
<b>Term 3: 22 July to 27 September</b>		
Uniform Sale (2.45pm)	Tuesday 23 July	Mel/Sjaan
Movie Night	Friday 16 August	Sjaan/Pieter
'Bingo'	TBD	Claire S
Calendar Art?	By the School	NA
Pizza Lunch	25 September	Bridgette
Math-A-thon	Term 3	Charlotte G/Tilly
School Cookbook Launch	w/c 23 September	Charlotte G
<b>Term 4: 14 October to 15 December</b>		
Athletics Sizzle and Juicies	Tuesday 19 November	Mel
Junior Athletic Juicies	TBD	TBD
Pizza Lunch	11 December	Bridgette
Summer Festival	14 December	Sjaan

#### LIST OF FUNDRAISING IDEAS

- Camping on the school field
- Colour Run - obstacle course. Local fire brigade was involved to wash people down at the end. Where? School field seems unlikely. Wainoni Park? Run it through the same group as run read-a-thon.
- Wheel-a-thon.
- Cookie Time cookies.
- Honey