

# MINUTES

## Paremata School PTA Minutes

18<sup>th</sup> March 2009

The meeting was called to order by **Jo Newland** at **7.30**

In attendance

Apologies, Liz Shaw, Kate Olsen, Craig Haywood, Rachel Ballentyne & Holly Gooch

Approval of Minutes – The minutes were approved from the February meeting by Jo Newland and Rachel Callear

### Open Issues

#### Communication

Philippa agreed to look after this area.

PTA link has been added to Paremata School website, minutes to go up on w/s, events to be added with a contact person.

Note to teachers to explain what is expected from them e.g passing info on to the children (Philippa)

PTA minutes to go on noticeboard (Jo)

Notice in newsletter to keep parents informed about what PTA are doing (Philippa)

Suggestion box on website?

An email PTA address to be set up (Martin)

Letter to each class from members of PTA with children in that class (Philippa to draft, Jo to distribute). Signed by PTA members from that classroom.

#### New name for PTA

Had discussion of possible new names. Vote decided to be called Parent Teacher Association (PTA)>

#### Constitution/PTA structure (objectives/rules)

Website membership of NZPTA has been set up.

Options are for PTA to have own bank acct (financial arrangements are complex, GST etc), or have a school bank account set up specifically for PTA use. 2<sup>nd</sup> option would need to be signed off by someone from BOT, if there is conflict BOT will have final say.

PTA and Board need to plan objectives together to avoid conflict. Usually PTA have final say on how money is used.

In Constitution set out how financial side would work.

Vote taken and school acct decided. To be reviewed annually.

Martin will set up acct and transfer last years gala funds into it.

Constitution to be drafted using information from NZPTA website. Bianca and Amber volunteered to look at this.

#### Parent contact in each class

Most classes have at least one parent.

See notes under 'Communicaton' re. how we will introduce class parents.

#### Events

### Car Rally

All planning going well, enough helpers and routes tested, prizes organized, info has been out in newsletter and is up around school, teachers have been informed too and are aware of the c/r  
Helpers to arrive at 11:30, BYO picnic after, not a race, pre-registration?

### Gala – sub committee to be set up

Michelle has spoken to last years people, Michelle will get them to confirm before next meeting.

Kapi Mana will give a free 2 page ad

Still looking for a clean up team coordinator

Date to be decided, 31<sup>st</sup> October? Halloween theme? Confirmed

Storage container for gala or on site facility, this could be painted, to be paid by previous gala funds

Martin will talk to BOT to ok that

### New Business

#### Car Parking

Form a sub-committee to talk to people about car parking issues, community issue, safety issue, where to park, are there any improvements to be made.

Petition for council?

Is this a PTA issue?

Sub committee formed – Rod (Philippa's husband, Jo Nicholls, Cath Scott). Claire Giblin has offered to help.

#### Fundraising plan

Person to coordinate a planner calendar and coordinate with BOT-Brigitte will do.

#### Fundraising/Community Events

School Dance-a term 3 event, a junior/middle level 5-9 year olds

Family Crazy Sports Day (Term 1 2010)

Blokes Night? Everyone to run by their blokes and report back to next meeting!!!

Term 2-Pink ribbon breakfast with pancakes, weekend or mid-week? Before school one morning.

Ho to decide on what events we do? Make a plan and bring to next meeting. Theresa and Catherine to bring for the pancake/ pink ribbon idea.

Movie night, Fenella will look into prices at Reading and Lighthouse.

#### Vote on Treasurer

Cath has volunteered to be our treasurer, voted in

### Committee Reports

#### **Principal**

A couple of things to add

RE Friends of the PTA, add to survey in the morning? Decided 'no'.

Survey school making different decisions over the next few years-ask people to fill in the survey!!

Helping with road patrol?

Lots of support in junior school, not so much in the senior school, can junior parents help in senior school

Moderate Special needs support, group of parents willing to help? School trips etc

Pool of people? Class rep to ring or approach?

### **Friends of PTA Membership**

Jo has started a list, 15 already apart from PTA group

Anybody to manage this list, not ring same people over and over etc, Lesley Whiley volunteered.

### **New Family Welcome Committee**

Next Thurs, good feedback, twice a term, maybe one evening too

### **Fundraising correspondence**

Brigitte, calendars? Through Abacus. Brigitte and Kim to look at other options for calendars and Christmas cards for 4<sup>th</sup> term.

Art auction

Scholastic books / book fair/ buy books/ buy books for the school

Stall at Moore Wilsons

Bouncy castle hire? Gala or other events

### **Next meeting last Wed of Apr ( 29<sup>th</sup>) – 7.30pm**

Meeting adjourned 9:45 pm