



Minutes of the Ilam School PTA Annual General Meeting

Held 7.54pm Tuesday 8th March 2022, Ilam School Staffroom, 66 Ilam Road, Christchurch

PRESENT: Belinda Kennedy, Kirsty Clarke, Brigit Baker, Laura Mihaere, Kate Miyazaki, Tenika Wikatene, Digby Symons

APOLOGIES: Vicki Teesdale

1. APPROVAL OF THE MINUTES OF THE PREVIOUS AGM

That the minutes of the Ilam School PTA AGM, held Tuesday 9th February 2021 be accepted as a true and accurate record.

Kirsty Clarke / Laura Mihaere

2. CHAIRPERSON'S REPORT

Tenika Wikatene presented the Chairperson's report. (Included below)

Thank you to Tenika Wikatene for a wonderful first year as Chairperson and an amazing summary of the PTAs involvement in the school community over the course of the year.

Kirsty Clarke / Digby Symons

3. TREASURER'S REPORT

Digby Symons presented the financial statements and summary of account activity for the financial year to 31 December 2021

Receipts for the period totalled \$10,331

Payments for the period totalled \$14,501

Loss of \$4,169 for the year

Most profitable activity was the uniform sale, then art calendars, followed by disco

A total of \$10,011 provided to Ilam School to support the buying of sports uniforms, sunscreens and hats

Balance of uncommitted funds at 31 December 2021 stands at \$16,193.00

Move that the accounts for the year ending 31 December 2021 be approved

Digby Symons / Kirsty Clarke

4. APPOINTMENTS

Resignation of 2021 Officers

Tenika Wikatene (Chair), Vicky Teesdale (Communications), Kate Miyazaki (Secretary), Digby Symons (Treasurer), stood down

Election of 2022 Officers

Chairperson: Tenika Wikatene

Nominated by Kirsty Clarke / Seconded by Digby Symons

Treasurer: Kate Miyazaki and Digby Symons (**Co-Treasurer**)

Nominated by Digby Symons / Seconded by Kirsty Clarke (for Treasurer)

Nominated by Kate Miyazaki / Seconded by Tenika Wikatene (for Co-Treasurer)

Communications: Vicki Teesdale

Nominated by Kirsty Clarke / Seconded by Brigit Baker

Secretary: Kate Miyazaki

Nominated by Tenika Wikatene / Seconded by Brigit Baker

5. GENERAL BUSINESS

Motion that Ilam PTA elects Kate Miyazaki as an additional signatory to PTA bank account

Tenika Wikatene / Laura Mihaere

Belinda Kennedy – to follow up on PTA contribution to the 2021 leaver's dinner

6. Next AGM

The next Ilam School PTA Annual General Meeting will be held in February 2023.

There being no further business, the meeting closed at 8:34pm



Ilam School Parent Teachers' Association

Chair Person's Annual Report 2021

Tena Koutou Katoa,

Welcome to our AGM for 2022. Wow. It's a little scary that it's been over a year since I took on the role as Co-Chairperson with Annabel Brodie. Time sure does fly! I want to thank you all for being patient with me as I navigated this role. It certainly was a step outside of my comfort zone.

As we all know, the Ilam School PTA committee consists of whanau of students at the school, who volunteer their time, energy, knowledge and expertise to bring the school community together for events and to fundraise. Any money that has been raised goes directly back to the school for items that benefit all tamariki attending Ilam School now and in the future. We have whanau members within our school community who are unable to commit to a seat on the committee, but enjoy volunteering as helpers for activities or events which we hold throughout the year. These are our 'Friends of the PTA'. Thank you to those 'Friends of the PTA' for your support!

A huge thank you to my fellow committee members who have contributed in 2021. Your contribution of idea's, time and dedication to the Ilam School PTA is so greatly appreciated, paving the way for future generations! 2021 committee members were Annabel Brodie, Digby Symons, Vicki Teesdale, Kate Miyazaki, Brigit Baker, Kirsty Clarke, Becks Latimer Laura Mihaere and Rachel Martyn. Sadly Rachel and her girls returned home to their husband and father back in America at the end of Term 2.

A special thank you to Digby Symons, Kate Mitchell, Paul Dolan and Belinda Kennedy for their support to the PTA. Digby, thank you for your contribution to the PTA as treasurer for another year! Kate, thank you for service on the Board of Trustees as our school representative. Paul, thank you for your support and encouragement of the PTA this year, as if your days weren't long enough wrangling unruly children, you also have the job of keeping their parents in line at the PTA meetings too!! Belinda, thank you for stepping up in place of Paul!

To the wonderful helpers both before, during and after events in 2021, thank you all. The hours you give up make such a massive difference to the PTA being able to hold events and its' ability to continue to provide additional items for the school.

Activities and Events

The PTA 2021 certainly had their work cut out for them with COVID-19 taking off in the community for its second year. Similarly to 2020, we again did not place a huge stress on fundraising but continued to focus in on bringing the community together. Any profit was simply a bonus.

Throughout the year the PTA are donated pre-loved uniform which we then sell on at a reduced price in our second hand uniform sales. Thank you to Kirsty Clarke, who for another year has taken on the role of collecting, sorting, organising and managing the second hand uniform and it's sales. I know the hours it takes you to coordinate and run these sales are long. Your mahi is appreciated!

As part of the PTA goal of bringing the community together, Annabel Brodie with support from various helpers throughout the year ran coffee mornings in the school hall. This provided an opportunity for parents to meet one another and connect more with the school.

One of our first events of the school year run by the Ilam School PTA is "Family Fun Night". The goal of this event is to welcome new families to the school community and reconnect returning families for the new school year. We do this by inviting whanau to bring dinner to the school fields and offer a variety of activities to engage in. Thank you to Laura Mihaere who organised a superb event! Bouncy castles, backyard cricket, clown entertainment, guess the baby face- teachers edition, police cars on display, donations of fresh fruit, popcorn, ice blocks and cake stalls, lolly scrambles meant that the event lived up to its name!

During the winter terms the PTA held 2 hot chocolate mornings, 1 each term. This year saw Brigit Baker take over the role as head hot chocolate maker, which she did with great success. Brigit worked hard to gain donations of milk which were successful for not just one but both hot chocolate mornings. A special Thank you to Ilam New World and Meadow Fresh for these donations of milk. As with all events, this takes time, volunteers and co-ordination to ensure all systems are in place for smooth running of the event. Thank you to Brigit for your time and efforts you put into bring hot chocolate mornings to our children!

Traditionally the PTA run two discos a year, one in term 1 and one in term 3. This year we only able to hold our term 1 disco however what a disco it was! Thank you to the main organising committee Kirsty Clarke, Annabel Brodie and Kate Miyazaki. This disco's theme was science and superhero's and wow, the children had an absolute blast! Plenty of popcorn and ice blocks were a sell out! After discussions to remove plastic glow bling from our sales there was some concern around a decrease in profit this would pose as this was a big income earner. Clever Kate created environmentally-friendly glow wand streamers which we were able to offer as an alternative. These too were a hit with the children and sold out fast! We hired a UV light and had ex students (thanks Kate Mitchell) come along to our disco and face paint our children's faces with glow in the dark paint. Again the children loved this but were disappointed when they realised that their face paint and glow bling didn't work outside! What a success this disco was organising committee! I know you had another amazing idea for the disco in term 3 which unfortunately was unable to go ahead due to COVID-19. Thank you for the hours you put into organising this fundraising event- I look forward to seeing your innovative ideas this year.

This year Becks Latimer led the PTA through the Calendar art fundraiser this year. COVID really tried to trip Becks up with another lockdown stalling the commencement of the fundraiser, thankfully Becks time and effort into the behind the scenes work this fundraiser required, meant that the Calendar art was a huge success. Thank you to Becks and the team behind her who ensured that the orders placed were correct and once orders arrived, safely sorted and delivered these to whanau. The Ilam School PTA also purchased a set of cards of a few students. Chosen students were given one of the cards to keep while the PTA have kept a small collection to use for thank you notes for the wider community.

The Ilam School PTA discussed at length and engaged with Zansie as we pondered on the idea of bringing back the International Food Festival in 2022. As a team we sadly came to the decision that while this was a fantastic fundraiser, we simply did not have the man power or the certainty of COVID restrictions being lifted in time to run this event. The PTA has however taken notes from discussions with Zansie so that this event could be re-tabled at a later date when we do not have to worry about COVID!

Donations from the PTA to Ilam School

Despite the implications COVID presented us with, the PTA was still committed to redirecting funds back into the school. Previously raised funds were used to provide:

- Sports Uniforms
- Sunscreen & tissues for classrooms
- Headphones for classrooms

I want to reiterate again just how thankful I am to have had such a fantastic group of people behind me who have been patient and supportive in my first year as Co Chairperson. The Ilam School PTA has done, and will continue to do great things for our tamariki however this is not possible without each and every one of you and your ongoing support. You are all truly valued members of our Ilam School community. Keep being great humans!

Nga mihi nui,

Tenika Wikatene

Ilam School PTA Chairperson 2021