



Minutes

Ilam School PTA Meeting, Tuesday 10th May 2022 at 7.30pm

1. Welcome / Attendees

Belinda Kennedy, Kirsty Clarke, Tenika Wikatene, Brigit Baker, Kate Miyazaki, Vicki Teesdale, Digby Symons, Laura Mihaere

2. Apologies

Rebecca Latimer

3. Approval of minutes of the previous meeting held Tuesday 12th April 2022

First: Belinda Kennedy

Second: Vicki Teesdale

4. Correspondence

Vicki Teesdale – Sushi ninja email – is anyone familiar with this? → delete

5. Finance/treasurer's Report

Digby Symons

- April \$2.73 interest, no payments made
- Summary: bank balance at the end of April \$16,616.51, with no committed funds
- Uniform sale will appear in the May report
- The annual Charity Services Return (due by July) has now been done for the last calendar year and submitted.
- Appointment made for Tuesday 17 May to make Kate Miyazaki signatory on bank account
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Moved: Digby Symons

Seconded: Kirsty Clarke

6. Agenda items

Term 2 Second-hand uniform sale debrief

Kirsty Clarke –

- Friday 6 May sale. Rebecca Latimer, Belinda Kennedy, Brigit Baker and 4x year six students came to help Kirsty Clarke with set up.
- Rebecca Latimer, Phillip Steventon, Brigit Baker, Kirsty Clarke and Kate Miyazaki helped on day of the sale.
- \$1966 profit. Busiest sale in 3-4 years, winter dresses sold out
- Thank you to Vicki Teesdale and Digby Symons also for comms and float
- Future planning
 - Sales table to be more of a 'production line' from totalling up items, moving along to payment.

- New signs needed → Could Sue-Ellen make or update the signs?
- Look into displaying pictures of uniform, info about where to buy if items not available at sale. (not sure who is doing this?)
- Success perhaps due in part to more advertising this time – facebook page and notices plus signs out. Thanks to Belinda Kennedy for this.
- Next sale 29 July – first Friday of term 3.

Updating 'Friends of the PTA' email list

Tenika Wikatene – this list is dated. Can we remove people we know have left the school. Also could the teachers ask at the learning conferences if parents would like to join the 'Friends of the PTA' list. → Vicki Teesdale to print and look at list, Belinda Kennedy to think about promoting further through learning conferences or similar.

Where things are at with fundraising ideas for 2022

Calendar Art

Paper arrived and will be checked out to teachers by the end of the week (Rebecca Latimer via Vicki)

Good Give

Have gone out of business due to covid (Kate Miyazaki)

Gift Products and Cook Book

No update

Bake sale

Update from Belinda Kennedy –

- The School Council have taken this on.
- To happen Wed 22 June/Thu 23 June in the week running up to Matariki
- Kids can dress up as their favourite Matariki star and sell the baking
- Format to be an inter-class rather than inter-house competition, with a class prize.
- PTA to wait for a letter from the School Council requesting specific help

Movie night in the hall

Vicki Teesdale – suggested running movie night in Term 2

Brigit Baker – suggested a 'fish and chip night' / some sort of family night during Term 2, perhaps expanding the movie night to be more family focused.

Belinda Kennedy – In orange setting we can have up to 500 people in the hall so an event like this is possible.

Summary of discussion on this topic:

- Movie night planned for Friday 1 July (second to last Friday of Term 2)
- Tickets \$3 per child and include popcorn (which will be handed out at door) and entry
- Additional popcorn and iceblocks to be sold for \$1 in the hall
- Doors open at 5.30pm, movie starts at 6pm.
- Held in the hall, overflow classroom available if needed
- Tea/coffee and cake available free for parents in a nearby classroom
- Parents can leave children in hall as event will be fully supervised

Questions still to be answered:

- What could we call an event like this? – Friday Fun Night? Popcorn movie night?
- Which movie should we choose? – Encanto? Sing 2?
- Are there any licensing issues? → Belinda Kennedy to look into how other schools run this kind of thing

Volunteers

Belinda Kennedy - kids to make advertising posters

Vicki Teesdale – promotional blurb for newsletters and coordination of event as a whole

Offers to help on the night from Vicki Teesdale, Digby Symons, Brigit Baker, Kate Miyazaki, Kirsty Clarke (later in the evening – Laura Mihaere, Tenika Wikatene)

Laura Mihaere – special mention for offering to sweep the hall at the conclusion of the evening

Kate Miyazaki/ Laura Mihaere – First aiders

Kirsty Clarke – happy to make popcorn

Jobs to be covered by volunteers

- Purchasing of food
- Making popcorn
- Organising float and eftpos
- Door and food sales on the night
- Door security throughout the night
- Organising tea/coffee/baking and conversation in the parent space
- First aider with first aid kit, emergency contact list, megaphone, high vis vest

Hot chocolate morning

Brigit Baker – Next date for this Friday 12 August, 7.45am - 10am, Brigit to look at milk sponsorship for this event

Disco

Set a date for a Term 3 disco at the next PTA meeting.

7. **Dates for your diary- upcoming events**

22-23 June	Bake Sale
1 July	Movie Night
29 July	Uniform Sale
12 August	Hot Chocolate Morning

8. **Other Business**

PTA profiles

- Tenika Wikatene to do a small profile to promote the PTA in the next newsletter
- Vicki Teesdale happy to help with text for these profiles if anyone would like that

Supper roster

14 June - Tenika Wikatene to do. This will be Digby Symon's last meeting for a while.

9. **Next Meeting – Tuesday 14th June 2022, 7.30pm** Meeting closed at 8:41pm