

**MINUTES of the Ilam School PTA, Held Tuesday 14 March 2017,
Ilam Primary School Staffroom, 66 Ilam Road, Christchurch**

The meeting commenced at 7.30 pm.

1. PRESENT

Parent reps: Rachel Baggaley (Co-Chair), Rebecca Foulds (Co-Chair), Nancy Godwin, Greg Ryan, Nanette Trewinnard (Secretary), Rebecca Kavanagh, Kaori Lindeman, Kirsten Aaron, Annabel Brodie, Zansie Maye, Al Stewart, Sarah Campbell

School reps: Jo Dudley, Pip Voller, Margaret Stewart, Gordon Pike

BoT reps: Kate Mitchell

2. APOLOGIES

Catherine Woods, Bernadette Sanders, Paul Dolan, Liz Martyn, Inna Podolian

3. MINUTES FROM THE PREVIOUS MEETING

The Minutes of the meeting held on 14 February 2017 were accepted as a true and accurate record.

Rachel Baggaley/Kate Mitchell

4. CORRESPONDENCE

Emails: Mega Air fundraiser (Committee decided not to pursue), fridge magnets (not a fundraiser and forwarded to school), Hellers payment email (Inna has paid), Charities Services Newsletter (forwarded to Inna)

Paper: Box of examples from a new calendar fundraiser company.

5. FINANCE/TREASURER'S REPORT

Inna Podolian provided the accounts for the period to the end of February 2017.

- Receipts totalled \$1321.59 for the Family Fun Night and Uniforms
- Payments totalled \$1018.55 for the Family Fun Night and BBQ
- Committed funds at 28 February 2017 are zero.
- Uncommitted funds as at 28 February 2017 total \$14,294.28

Rebecca Kavanagh/Rebecca Foulds

Request to change bank signatories following 2017 Committee elections

Rebecca Kavanagh/Kate Mitchell

6. FUNDRAISING AND PTA EVENTS

Disco

- Rachel Baggaley shared the poster designed by Beck and Caul which is to be displayed around school from next week. The Committee agreed it looks super and would like to thank Beck and Caul. Items for sale will be food and glow decorations as previous discos.
- Kate Mitchell asked people to look out for interesting space themed decorations.
- Rachel said we may no longer be able to use same parent DJ because Friday nights clash but to be discussed further.
- Purchase of disco light – Gordon Pike and Paul Dolan have discussed. Professional installation is required to meet health and safety legislation and high ceiling may require cherry picker. Agreed to hire lights for this coming disco and investigate for a future disco. Hire is \$150 per disco compared to less than \$500 to purchase. Al can

get discount at the Rockshop. Al and Gordon to investigate, including quote for installation.

Entertainment books – parked till next meeting.

7. FUTURE EVENTS

Fundraising 2017

Rachel Baggaley discussed the suggestion of a major event at end of year including wider community as well as school community. Aim to raise money and enhance community at same time. Food events seem to be most successful and inclusive.

This idea was positively received and several specific suggestions were made:

- Pip Voller suggested a connected event with Ilam gardens and Homestead to link in with our azaela logo. Potentially could attract a wider audience. She had discussion with people from Uni Staff Club who were positive about connecting with Ilam School.
- Entertainment is also a draw card
- Kate referenced Nelson school with parents running food stalls (giving their time for free and the PTA provided the ingredients) and school groups doing entertainment.
- Zanzie suggested kids busking. Kids sign up for 20 minute slots and provide entertainment.
- How to make money needs further discussion – donated ingredients, donated time, gate fee considered a turn off, many Ilam families run restaurants and may be happy to contribute.
- Balloon popping.
- Decorate a cookie.
- Kirsten asked please avoid Cultural week, which is week 7, Term 3.
- Sarah- carnival in US school, kids had booths e.g. mini fishing etc, run games, sell tickets.
- Photo booth run by parent photographer
- Avoid outside entertainers as money won't go to us
- Old fashioned games like coins in a paddling pool
- Auction?
- Chocolate wheel?

It was agreed to convene a working party to begin to develop the shape of the event. This will take place on **Tuesday 28 March, 7:30pm at LB&Co**

Ice skating - Nancy Godwin reported this will be on 11/6/17 and all on track.

Art Calendars - Nanette Trewinnard reported that Bernadette Sanders has this well underway and all on track.

8. GENERAL/NEW BUSINESS

PTA roles/vacancies for 2017

Hot choc day – Rochelle Graham and Toni Wright.

Ice skating - Nancy Godwin

Entertainment books – Rochelle Graham

Disco - Rebecca Foulds/Rachel Baggaley

Art calendars - Bernadette Sanders/Nanette Trewinnard

Second hand uniform- person to support Catherine – Kaori volunteered to help.

New parent morning tea-

- The numbers are generally low and so is it useful? Does it duplicate new entrants' morning tea?
- Pip – noting other schools have a coffee club that might that help?
- Kate – maybe going back to reconsidering the coffee morning idea for all parents
- Sarah- important and welcoming, some information on paper or to take away might be useful – could be a pack, could be an FAQ sheet
- Kirsten-new international families have meeting with her to get info and email her with subsequent questions.
- Kirsten volunteered to share her Welcome Pack and Jo highlighted that the school gives an Information Pack to all new enrolments.

It was agreed to continue for now as nice to have something specifically from the PTA and that other members will share the work with Rebecca.

Good in the Hood-more for charities than schools. Decided not to proceed.

Updated wish list from school: Jo Dudley talked to this. A copy is available from Nanette for anyone who was not present. There are approximately 20 items, the higher cost items include sandpits, painted games on the concrete, signage and picnic tables. Rebecca Foulds requested the list be prioritised ready for decisions. The Committee agreed hand sanitizers be made a priority before winter and Rachel agreed to give Gordon some contact information regarding a supplier.

Swim Buses: Possibility of PTA paying for buses for school swimming to reduce fee for parents was received positively.

Swim caps: Nanette asked about the possibility of paying for school swim caps for events.

Request: from parent for PTA people to wear high visibility vests at events. Agreed.

School Pool: The Committee thanked Gordon on behalf of all the families who used the school pool for his dedication and hard work which made it such a success this summer.

Donation: Gordon is kindly donating 2 vouchers worth \$125 each for a future raffle for heat pump cleaning.

9. NEXT PTA MEETING

The next PTA meeting will be held on Tuesday 11 April 2017 at 7.30pm.

There being no further business, the meeting closed at 8.40pm.