

Kelburn Normal School PTA Meeting Minutes

11 April 2016, 7:00 – 8:45 pm

Meeting called to order by Gwen Sturgeon, PTA president

Attendees: Gwen S (PTA President); Yigit S (PTA Treasurer); Ruby Q (PTA Secretary); Andrew McFarlane (Principal); Rob Kerr (UM Syndicate Leader/Room 5); Paivi G; Lucy J; Poppy L; Steve W; Stephanie M; Rachel F; Diana V; Ayesha M; Susan H; Georgie T

Approval of Minutes

The minutes were read from the 15 March 2016 meeting and approved by Paivi and seconded by Ayesha. Previous PTA minutes are available in the school app under Notices (note that documents are not in chronological order) and on the school website (in the left hand side of the home page under PTA Notices).

Financial Report

Our bank balances:

- \$7,212.44 - Cheque account
- \$24,588.31 - Saver account

Yigit reviewed the PTA Summary of Accounts for 2014-2016 and Income and Expenditure Balance Sheet that will be provided along with these minutes.

The Christmas Party and Silent Auction made the most money the last two years. The event made a profit of \$10,218, which included alcohol sales that were done prior to the new city council alcohol law took effect.

Gwen mentioned that we not only need to figure out what we will do as fund raising activities and make sure they're done well, but we also need to determine what we need to raise money for and be transparent about it.

In the past, there have been discussions involving different people representing different groups (school staff; school board; parents; students) to discuss funding priorities. Consultation about the school building will hopefully start next month, according to Andrew, and that would be a good impetus to have discussions on what we should raise money for. For example, should we raise money to improve the flying fox (e.g. to replace the flying fox wire would cost about \$5,000, according to Gwen).

PTA in general

A parent suggested that a communication should be sent to parents that everyone is part of the PTA and that you will not be assigned a job if you attend a meeting. Andrew mentioned that the new school website, which will be launched soon, would be a good opportunity to describe the PTA.

Volunteers needed – Gully working bee and road patrol

Rob has volunteered to lead the working bee to do a clean up of the Gully the afternoon of Saturday, 21 May. The school newsletter will include a note to ask for parent volunteers along with more information.

Also, Rob mentioned on behalf of Danielle Sanders that we need a parent volunteer to do road patrol on Thursday mornings. Contact Danielle for more information.

Funding request – Sand pit

Rob mentioned that the sand pit next to the school needs sand, play equipment and a box to house the equipment. The sand pit will stay as part of the build, according to Andrew.

Motion: Move for up to \$1,000 from the PTA to purchase three cubic metres of sand for the sand pit next to the school, a toy box and sand play equipment. Moved by Gwen and seconded by Susan. Motion carried.

Other discussion topics

A parent asked about the school's involvement with the Children's Garden at the Wellington Botanic Garden. Andrew and Gwen stated that the school supports the garden by having some of the students involved such as contributing to the garden design.

Another parent has requested that house concept be revisited. We have in the past had four house teams competing in school-wide sports events and house captains were elected by students. As of last year, Whānau Day has replaced the four houses with the aim to foster a culture of shared leadership across all senior students at KNS.

Also Andrew mentioned that he's looking into how we orient new families to the school.

One parent raised questions about the library, librarians and keeping the books up to date. Joelle has recently been appointed to manage the library. Andrew will let Joelle know that Stephanie would like to have a conversation about the school library. Also, there was a parent suggestion to set up a PTA sub-committee to discuss the school library.

Next meeting

The next PTA meeting will be Monday, 9 May 2016 at 7pm in the staff room.

Appendix

“Starter for 10” PTA Activities Calendar

| | 2015 | 2016 - planned |
|------------------|---|---|
| February | Magpie Lawn Picnic | Magpie Lawn Picnic |
| March | Personal Challenge – reading School Disco | “For the Birds” light show Food for Civil Defence Kit Entertainment Books |
| April | Entertainment Books | |
| May | | |
| June | Quiz Night Day at the Movies - Minions | Social evening & silent auction (TBD) |
| July | | |
| August | | |
| September | Calendar art orders | Personal Challenge – jump rope skipping (TBD) |
| October | | |
| November | Movie Night - Spectre | School Fair (TBD) |
| December | Talent Quest Kelburn Village Christmas Shopping Event | |

TBD:

Afternoon tea for new families, Calendar art orders, Talent Quest, movie days/nights, Teacher Appreciation (World Teachers' Day is 5 October), etc.