



**TE KURA O TE TAUAWA  
HALSWELL SCHOOL**

**Halswell PTA general meeting minutes 21/02/2023**

**Present:** Michelle & Anna C (co-Chairs), Leena (Fundraising coordinator), Belinda, Emily, Stuart, Tracey, Heidi, Claire, James, Keren, Charles, Nina, Yvette (Secretary).

**Apologies:** Helen (Treasurer), Becky, Gemma, Heather, Sarah.

**GENERAL BUSINESS**

**Approve** minutes of previous meeting 29/11/22 - Michelle, seconded by Stuart.

● **FINANCIAL REPORT - Belinda**

Bank account balance \$ 49, 696

School Picnic sizzle raised \$538.50, weekly sizzle raised \$323.60

Belinda moved the report be accepted, Yvette seconded.

Belinda **moved** that the financial report be accepted, Claire seconded.

**Signatories:**

1. Ning Li ( Helen)
2. Yvette Cundy

Michelle moved to remove Clare Elizabeth Attenborough from signatories, Anna seconded.

Yvette moved to add Belinda Goldie (co-Treasurer) as signatory with Business Online access, Leena seconded.

Members of the group have the ability to sign and administrate the accounts, however the rule will be any two sign together.

The account holders are those named above, as effective control lies with no one individual.

The organisation obtains funding via school fundraising projects (i.e. not via membership).

● **SCHOOL REPRESENTATIVE - Stuart**

Stuart commented on the Successful welcome back to school picnic & thanked PTA for running the sausage sizzle.

A busy school week with Learning conferences starting Wed & Thurs, & sports day Friday.

School production in Term 2 - Trialling years 5-8 for 2023, Years 0-4 for 2024.

Stuart will be away on sabbatical in term 2. Associate Principals Tracey & Cathie to cover.

## **Targeted Resource List (TR List) update**

-see attached

Heidi explained about incomplete sets of sports uniforms. Tricky to know how to top-up when only some numbered items are missing.

**ACTION:** **Stuart** to connect Heidi with Michael Ruffell is sports leader. **Heidi** to itemise which numbers/bits are missing.

**Heidi moved the 2023 TR list be fully accepted. Emily seconded. No objections.**

**Yvette moved that the \$19950 payment to school be made in full immediately, Claire seconded, no objections.**

- **ONGOING FUNDRAISING**

### **Tuckshop - Nina**

Supplier has increased prices, significantly on sushi items.

Discussion about whether Tuckshop is a fundraiser or a service, whether to proceed with a notable price increase on many items.

Agreed to trial with increased pricing.

**ACTION:** **Nina** to adjust pricing on Kindo, restart Tuckshop next week (Juniors only as seniors have swimming sports).

**Subway -** Longhurst not getting back to Nina. Wigram are keen to resupply, with a 50c rebate per order, but no website ordering or delivery available.

**ACTION:** **Nina** to look at feasibility or adding Subway ordering to Kindo.

### **Sausage Sizzle - Yvette/ Anna**

New date stamp working well - not running out of sausages. New senior group started well.

Slight Cookie time price increase.

**ACTION:** **Yvette** to ask for more parent helpers for term 2/ future.

- **FUTURE FUNDRAISING**

**Disco term 1** - *Leena* Thurs 30th March 5-6pm, & 6:30 - 8pm.

Getting seniors involved with playlist etc again. Selling tickets at school + Kindo + door sales.

2 tables for glow product sales.

Frame it as a drop-off disco (to ease crowding at Junior disco). Offer parents to hang out in staff lounge with tea coffee biscuits.

Close pickup zone for safety. Discussed re-working pickup procedure. Students can't leave without a parent.

Emily moved spend \$50 on tea etc, Claire seconded.

Michelle moved to spend \$1500 on Disco expenses incl DJ, seconded by Leena.

**ACTION**: **Yvette** to check DJ Eric's availability

Stuart mentioned upcoming Non-uniform day tbc, to raise funds for schools affected by cyclone, run through Principals' Association.

### **New fundraising ideas**

**Iceblock Fridays** *Leena* - sell \$2 iceblocks at 3pm, last Friday of the month or 1 per term (term 1 & 4). Table by office & scooter bay. Source through waffle supplier, or Rob @ PaknSave.

**ACTION**: **Nina** to check with waffle supplier. **Michelle & Anna** to further look into it.

PTA freezer not working. Now mouldy inside with remaining food (bread from sizzle, icecream/fruit from Oscar?) Nina offered to clean it.

**ACTION**: **Yvette** to check first with Phil.

**Musical Bingo**. early Term 3. Food truck, alcohol sales.

**Disco** late term 3.

Entertainment book to continue.

- **EVENTS**

**Walk Wheel Week** March 6 - 10 - Heather Baron is the CCC contact, to receive resources (posters, passports etc). Propose that we run WWW on Wed-Thur-Fri that week.

**ACTION**: Michelle to promote via Facebook page & school newsletter once resources are received.

**Pedalmania 2hr session**

Our school has won a 2hr Pedalmania session from our 2022 Walk Wheel Week participation.

<https://stewartsgully.co.nz/>

Discussed extending the booking to allow whole school to utilise.

Base rate is \$140 per hour for approximately 35 bikes seating 45 people, booking time of 2 hours minimum, discounts for multiple and longer bookings.

**ACTION**: Michelle to look into pricing and Anna to liaise with Tracey re: timing - Term 1 or 4.

**Next meeting: 14 March** AGM + general meeting

**Meeting close: 8:40pm**