



ST JOHN'S SCHOOL

— Te Kura o Hato Hoani —

MAIRANGI BAY, AUCKLAND

Parents Teachers and Friends Association (PTFA) Annual General Meeting
Meeting held on Tuesday 7th March at 1913h, St Johns School Hall

Chaired by Amanda Dixon-McIver

Members Present: Rebekah Saxon (RS), Tracey Eksteen (TE), Rachael McQueen (RMQ), , Rachael O'Brien (ROB), Amanda Dixon-McIver (ADM), Jill Marsh (JM), Marina Binns(MB), Rachael McKewen (RMK), Mary O'Neill-Field (MOF), Emma Simpson (ES)*

*present virtually

Meeting commenced at 1913h with our school karakia.

Apologies: Fran Gilchrist (FG), Anne-Marie Percy (AMP), Shelley Thornton (ST), Adam Leonard (AL), Brendon Murphy (BM), Laura Mudford (LM), Hannah Woods (HW)

Correspondence: An email received from Andrew Chrystall to be discussed under AOBs (Appendix 6).

Minutes of Previous Annual General Meeting Accepted:

Proposed by: ROB

Seconded by: RS

Chairperson's Annual report

ADM provided (Interim) Chairpersons annual report (Appendix 1)

Principal's Annual report

MB provided Principals annual report (Appendix 2)

Treasurer's Annual Report

BM provided the Treasurer's Report (Appendix 3).

Office staff at the school to also be acknowledged for their ongoing help. It is appreciated.

Presentation of financial statements

Financial statement presented by ADM on behalf of BM (Appendix 4)

Proposed by: MB that we accept the financial statements

Seconded by: ROB

Proposed by: ADM that we do not pursue an external auditor at this time.

Voted: Unanimous support

Election of Executive Committee

ADM confirmed that no written nominations had been received ahead of the meeting. Election commenced for following roles:

Chairperson: ADM nominated by RMK; seconded ROB; Elected unopposed

Secretary: Mary nominated by ADM; seconded MB; Elected unopposed

Treasurer: Defer to next meeting

MB advised Teacher representative: Jill Marsh

Fran Gilchrist to continue with 2nd hand uniform, with a deputy coming on board in July in preparation for 2024. To seek interest within the school community.

Board of Trustees Report:



ST JOHN'S SCHOOL

— Te Kura o Hato Hoani —

MAIRANGI BAY, AUCKLAND

Parents Teachers and Friends Association (PTFA) Annual General Meeting

Presented by ES. AMP was elected Presiding Member. The BOT discussed our suggestion for funding and the divisions of short-term (immediate); middle term and long-term and agreed in principle. Short -term funding for athletics, principal's discretionary fund, Subsiding Year 6 dinner, Year 6 parents on camp; Middle-term for a new Kapahaka Senior uniform and our long term goal will be the Covered Outdoor Learning Area (COLA) which will provide shelter from the elements and be of great benefit to all.

PTFA Annual Plan: (See Appendix 5)

This was discussed and a plan in place for the PTFA assisted endeavours for the year.

AOB:

Whakatauki (ADM):

ADM suggested that the PTFA have a whatakauki and proposed the following: *Nāku te rourou nāu te rourou ka ora ai te iwi* (with your food basket and my food basket the people will thrive)

Vote: Unanimously accepted; this will appear on the PTFA letterhead and be repeated throughout PTFA communications.

Communication to members (ADM): This is to be a focus for this year. The Chair will send out an email following each fundraising endeavour/event. They will also receive an email at the end of the term with notification of the fundraising events for the next term.

Freezer space (ADM): ADM raised the issue of the existing fridge/freezer and whether we could look at purchasing a new one. The existing one is problematic with shutting and the lack of shelves make storage of a number of things difficult. To see if there is anyone within the school community who may have a contact and to write a letter to Magness Benrow and Noel Leemings to see if there is the possibility of a discounted purchase price. To present options at the next PTFA meeting.

Parish Involvement in School Gala (Appendix 6): An email was received from a parent, Andrew Chrystall (AC), who is also a member of the Parish Finance Committee. He wished to explore the idea of the Parish having a presence at the school gala. He mentioned the concern that the parish involvement would amount to taking away from the total funds of the school but suggested it might lead to a bigger and better supported event. The Gala is the schools main fundraising event for the year. Unfortunately, the constitution of the PTFA does not allow for us to share the proceeds with another group. The PTFA feel that we have a very good relationship with the Parish and that the open invitation to class masses, the Gala and other community events fosters this relationship. We are happy for the parish to support our endeavours and likewise, we would be willing to publicise and support any venture that the parish might have. An email to AC will be sent acknowledging the reasons why a joint School-Parish Gala is not a possibility at this time.

Closing of Meeting with a karakia by ADM.

Meeting closed at 21:37h



Appendix 1 – Interim Chairperson's report - PTFA Annual General Meeting

Tēnā koutou katoa

Our Chairperson's position remained vacant for 2022, so by default I have been acting as the interim Chair, a situation that will hopefully be resolved in the upcoming 2023 election.

Despite a difficult start to 2022 with COVID still looming large above our heads and restrictions in place, we most certainly should be proud of our fundraising efforts and achievements throughout the year. The Knowledgeathon which was held in conjunction with Fabulous Father's Day was a great success and bolstered the PTFA coffers quite substantially. A big thank you to Jill Marsh and the teachers for their help with this collaborative effort and to Rebekah Saxon for sharing her own knowledge base for making this endeavour successful.

Thanks to Emma Simpson and Vicky Billings for the time and effort that went into the organization and preparation for the Beats by Bingo evening. It was the first post-COVID parents event and was well attended and enjoyed by all.

It was wonderful to again have the children enjoying the thrills of a school disco and a big thank you to all the parents who gave so freely of their time in setting up the hall, supervision on the night and their stints on the sausage sizzle. The ability of our school community to come together and share the load ensures their success.

The Gala still remains the highlight of the year and was a real demonstration of the school community coming together to support the school. A very big thank you to Rachael O'Brien for her organisation and general running of this event. It is a huge task and we truly appreciate all your effort.

We have also had a number of smaller fund-raising initiatives such as the Calendar Art (thank you to Rachael O'Brien and Jill Marsh), Subway lunches and the sausage sizzles which now have their own "Standard Operating Procedure" to ensure consistency across sizzles.

This year we farewelled Vicky Billings and Sarah Stevenson, both of whom have made a considerable contribution to the PTFA which we are very grateful. We also farewelled Viki Trainor who has provided the PTFA with continual support during her time as principal.

A special welcome to our new principal, Marina Binns who is no stranger to the school or to the PTFA. We look forward to strengthening our bond with you in your new role and continuing the excellent relationship that we have with the school in working together to improve the opportunities and facilities for our tamariki.

Finally a thank you to all those of you who have given so generously of your time to attend the monthly meetings, for providing feedback and suggestions and all the wonderful things that you do that may not be known to the wider community but are certainly apparent to the PTFA. Without each and every one of you making the contributions that you do, our children would not be able to reap the benefits and rewards of the funds that we provide. A special mention to Brendon Murphy for the excellent job that he does as Treasurer and to Rachael O'Brien and Rebekah Saxon who are both guiding lights in how things are done.



ST JOHN'S SCHOOL
— Te Kura o Hato Hoani —
MAIRANGI BAY, AUCKLAND

Parents Teachers and Friends Association (PTFA) Annual General Meeting

I look forward to the challenges that 2023 may bring, knowing that with the fantastic team of people that make up the PTFA that it is once again going to be a successful and enjoyable year.

“Nāku te rourou nāu te rourou ka ora ai te iwi.” With your basket and my basket, we will sustain everyone

Ngā mihi nui

Amanda Dixon-McIver

Secretary/Interim Chairperson



Appendix 2 –Principal's report - PTFA Annual General Meeting

We are blessed to have an active and focussed PTFA at St John's. While many PTFA events have fundraising goals, the planning and preparation of these events also has a strong focus on community building and fun, providing parents and students alike with opportunities to meet other families, students and staff. PTFA events are a great opportunity to develop connections.

I would firstly like to thank the dedicated parents and friends of the school who donate their time and energy to support St. John's. Your contribution to the school through promoting and providing opportunities for families to form close community connections cannot be underestimated, neither can the support you give directly to the school, be it financial or practical.

Your support in sourcing and providing our sausage sizzles may not be the first events to come to mind when we think of the PTFA, but they mean a lot to the children and the staff as was evident at our picnic last week. All the background work organising and facilitating these, including sourcing sponsorship, is greatly appreciated.

Your continued financial support of the Principal's discretionary fund, the subsidising of Athletics and Maths Buddy, providing funds to pay for the parents going on Year 6 camp and subsidising the Year 6 graduation event ensure that finance is never a barrier to access for any of our students. I appreciate the willingness with which this support is given, displaying a very real focus on the needs of the children at the heart of your decision making.

The children's Thinkathon was a great success last year, both as a fundraiser and as a community building opportunity. I am sure the Dad's learned a few things along the way too (even if it was with the help of Google). The children are really looking forward to reaping the benefits of their efforts, with the installation of the Orex spinner, expected, after a few hiccups, any day now.

Another highlight for the school and community was being able to hold the School Gala again. It was wonderful seeing our longstanding, faithful volunteers working alongside new parents to prepare for the event and see it come to fruition with a fantastic result.

I look forward to working closely with the PTFA team this year as I take on my new role and am excited about the future focussed, child focussed direction that is always central in PTFA discussions. I would like to welcome new members who are joining us for the first time. I appreciate your enthusiasm and contribution and hope that you will enjoy your time with us. To all our longstanding members, thank you for sticking with us and putting in the hard mahi time and time again, without your continued support the PTFA would cease to be. I would like to acknowledge Jill Marsh who has served faithfully as a staff voice at PTFA meetings and as a liaison between the PTFA and the staff for many years. I thank her for her service. Finally, I would particularly like to thank the executive office holders who take on the administration, communication and financial management for the PTFA. Amanda, Brendon and Rachael, I am exceptionally grateful to you all.



ST JOHN'S SCHOOL
— Te Kura o Hato Hoani —
MAIRANGI BAY, AUCKLAND

Parents Teachers and Friends Association (PTFA) Annual General Meeting

I ask God's continued blessing upon all the members of our PTFA.

Marina Binns

Tumuaki/Principal

St John's School



Appendix 3 – Treasurer's report – PTFA Annual General Meeting

Despite starting 2022 in with our COVID red alert setting things soon settled in to what became the new normal and with that saw a number of the PTFA activities start back up again which meant we were back into the swing of raising money for the school and organising activities for the school community.

The PTFA picnic returned as well as the kids Disco and of course we all welcomed back the GALA after a couple of years of no shows.

Through our fundraising activities the PTFA raised \$30,000 from the biggest initiatives, the Gala and Knowledgeathon, up \$12,000 on 2021. Coupled with the minor activities and revenue streams the PTFA was able to donate almost \$33,000 back to the school. This was for some of the usual things like Athletics and the Leavers Dinner and for some more big-ticket items like new Marquees and a 50% contribution towards the new playground equipment, which is currently being installed.

These contributions back to the school are in line with what they were pre pandemic and generosity of the school community never ceases to amaze me, it's wonderful to be part of an group of parents who want to provide a great environment for our children!

As always, I want to thank Anneliese and Michele in the office who provide no end of support to, not only the PTFA generally, but also me personally as the Treasurer. I want to acknowledge Fran and the amazing work she does managing the second hand uniform shop/stall/cartel, I am not sure what we call it. Thanks too, to those members of the PTFA who turn up every month for these meeting and who generously give their spare time to support our activities and events year after year, you are all bloody amazing.

Lastly I want to acknowledge Amanda who has essentially been both Chairperson and Secretary this past year, I have never seen anyone work to acquire sausages or score some free loaves of bread.

It is my pleasure to table the Accounts for 2022.

Brendon Murphy
Treasurer



ST JOHN'S SCHOOL

— Te Kura o Hato Hoani —

MAIRANGI BAY, AUCKLAND

Parents Teachers and Friends Association (PTFA) Annual General Meeting

Appendix 5:

Fundraising Target \$40,000

Term	Month	Event	Link to PTFA aims/purpose
Term 1	3 rd March	PTFA Annual Picnic	Community
	31 st March	Iceblock Friday	Fundraising/Children
7 th April – 23 rd April: SCHOOL HOLIDAYS			
Term 2	26 th May	Fun-run (RS, RMK, RMQ and TE)	Fundraising/Children
	23 rd or 26 th June 2023	St John the Baptist day - Sausages/Ice-Blocks	Children/Catholic spirit
1 st July – 16 th July: SCHOOL HOLIDAYS			
Term 3	28 th July	Disco	Fundraising/Children
	29 th July	Casino	Fundraising/Community
	18 th August	Nearest and Dearest	Children/Catholic Spirit
23 rd September – 8 th October: SCHOOL HOLIDAYS			
Term 4	21 October	Mission Fair – Sausage Sizzle	Children/Catholic Spirit
	10 November	Gala	Fundraising/Community
	December (TBC)	PTFA end of year drinks	Community



ST JOHN'S SCHOOL
— Te Kura o Hato Hoani —
MAIRANGI BAY, AUCKLAND

Parents Teachers and Friends Association (PTFA) Annual General Meeting

Appendix 6:

Correspondence received from Andrew Chrystall:

On Tue, Feb 7, 2023 at 10:54 AM Andrew Chrystall <[REDACTED]> wrote:
Hello,

I was hoping, please, that we could have a conversation about the St John's Gala in 2023. In short, I wanted to set a conversation between the PTFA (and maybe the board if they're also involved), and the Parish (incl. the Priests, Pastoral Council and Finance Committee). The topic I was hoping to explore was whether the Parish can have a presence at the Gala and support it more. This may be a bad idea. Perhaps, Parish involvement would amount to taking away from the total funds raised by the School. But, on the other hand, it may make for a bigger and better supported event, and we might also reinvigorate the relationship between School and Church. At the very least there seems to be grounds for a conversation.

PS: I have CC'd Barry Rogers (Chair of the Finance Committee) and Michael Bravenboer (Chair of the Parish Pastoral Council).

PPS: Good luck for 2023!