



Parents Teachers and Friends Association (PTFA) Meeting

Meeting held on 18th of July at St John's School Hall

Chaired by Amanda Dixon-McIver

Members Present: Rebekah Saxon (RS), Amanda Dixon-McIver (ADM), Jill Marsh (JM), Mary O'Neill-Field (MOF), Laura Mudford (LM), Tracy Eskeen (TE), Rachael McKewen (RMK), Anne-Marie Percy (AP), Helen Perry (HP), Francine Gilchrist (FG)

* Virtually- Rachel McQueen (RMQ), Emma Simpson (ES),

Apologies: Rachael O'Brien (ROB), Marina Binns (MB), Hannah Woods (HW), **Meeting commenced at 7:05h with our school karakia.**

	Actions
Correspondence:	
ADM will email the next PTFA newsletter in Week 2 of Term 3 after the disco event.	
She will discuss the Kids Artwork that will be one of the fundraising events.	
She will also ask for the parent community to come and join the PTFA and try to recruit new members especially the junior years.	
Minutes of Previous Annual General Meeting Accepted:	
Proposed by: ADM Seconded by: RS	
Matters arising from previous minutes (Actions)	
Access to PTFA bank account	
ADM still trying to get access to the PTFA ASB bank access and needs to be looked further into. JM will speak to MB.	MB to find out how ADM can
Students' Published Artwork	get access to the PTFA bank
Paperwork has arrived today and Jill will be allocating it to the teachers on 19th of July.	accounts.
24/07-11/08- Children creating artwork with teachers after the disco event.	
11/08- 20/08 - Art back to KidsArt and loaded on website (Rach)	
 21/08 - 01/09 - parents order artwork (Rach with Amanda advertising) Takes up to 4 weeks for delivery so would probably do that just before school 	
holidays or just after. (Rach)	
Principal's Update	
No updates as MB sent her apologies due to being unwell.	
Board Update	
 Focus on the strategic plan 	
Meeting with the parent community to get their voice about what they want for their child's journey at St John's. (taking place on 25th of July)	
There used to be a charter but there legislation has changed. The strategic plan needs to be completed by 1st of January. It will last for three years.	



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×	Building process will be finished by November 2023.	
×	On the financial side, the Board are looking at the BNZ Board funds for the	
	COLA. There is a development contribution in the school fees that go towards	
	school such as the COLA. The school will need permission from the diocese to	
E.	know how it spent.	
	MB and ES are following it up about how much the Board can contribute to COLA and will inform PTFA.	
Treasu	rer's Update Current balance:	
×	No updates as BM is absent.	
	Sausages payment for St John's the Baptist event was made to MOF.	
Childre	en's Disco	
Cillure	Disco	
\triangleright	The theme is "Your Future Self"	
\triangleright	ADM has balloons to bring to the event for decorations.	ADM
	Helpers to decorate the hall will be allocated the times 1.30-3.30	
\triangleright	Discussion about the decorations and parents' other commitments.	
\checkmark	HP will be doing the decorations. She will organise the projector and do "colourful"	JM will talk to
	decorations as part of the theme.	Paul about the
\succ	ADM will email MOF to contact the volunteers about their roles.	setting up of the disco ball.
\succ	Sausage sizzle and Glowsticks will be for sale prior to the disco. Carmel students	
	can support this fundraising event. ADM has created a sign about the prices.	
\checkmark	Carmel students to write "s" if the students want to have their sausages after the	
	event.	
≻	Sales for the disco have been positive.	
≻	Sausages to be sold from 5.30 onwards.	
\checkmark	ADM has been successful to get the free bread from Countdown.	
	for the disco.	
	4:30-5:30pm (years 1 and 2)	
	5:45 – 7pm (years 3 and 4)	
A	7:15 – 8:30 (Years 5 and 6)	
Casino		
\checkmark	The event has been cancelled due to the poor sales.	
\succ	Parents who have bought the tickets have been offered 2 options- donate to the	
	COLA funding or get a full refund.	
A	Several factors were taken into consideration about why there was a poor response	
	such as event after the school holidays, financial situations with families, some	
	people forget about it due to the school holidays.	
A	Discussion about a community poll for future events. This is to be considered in the	



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future.	
> 15th of September will be the adult Quiz Night at the school. ADM will lead. Cost of	
ticket will be \$10.00	
AOB:	
Preparation for Gala- booking the bouncy castle, kids games etc- volunteers.	
RMQ has kindly volunteered to book the bouncy castles and other kids' games that Sarah organised last year.	
ADM to discuss with ROB about having someone to support and shadow her about running the gala before she sends out to the community.	
Magical Lights Evening	
It was suggested to PTFA about a playground evening with lights which has happened at another school in the area.	
Members were keen.	
 MOF knows the business owners and will contact them for further details. 	
The Nearest and Dearest Events	
School to consider how the event will be run for multiple families. The communication in the newsletter states that event will be taking place in the classroom with the individual and their family member. This might be difficult for families with multiple children at the school.	
Closing of Meeting with a karakia by ADM.	
Meeting closed at 8.16	