



#### 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<br>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<br>further into. JM will speak to MB.   | MB to find out<br>how ADM can  |
| Students' Published Artwork   | get access to<br>the PTFA bank |
| Paperwork has arrived today and Jill will be allocating it to the teachers on 19th of<br>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)   |                                |
| <ul> <li>21/08 - 01/09 - parents order artwork (Rach with Amanda advertising)</li> <li>Takes up to 4 weeks for delivery so would probably do that just before school</li> </ul> |                                |
| holidays or just after. (Rach)  |                                |
| Principal's Update  |                                |
| No updates as MB sent her apologies due to being unwell.  |                                |
|   |                                |
| Board Update  |                                |
| <ul> <li>Focus on the strategic plan</li> </ul>   |                                |
| Meeting with the parent community to get their voice about what they want<br>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<br>needs to be completed by 1st of January. It will last for three years.                      |                                |



# ST JOHN'S SCHOOL — Te Kura o Hato Hoani — Mairangi Bay, Auckland

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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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MAIRANGI BAY, AUCKLAND

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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<br>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<br>happened at another school in the area.   |  |
| Members were keen.   |  |
| <ul> <li>MOF knows the business owners and will contact them for further details.</li> </ul>   |  |
| The Nearest and Dearest Events   |  |
| School to consider how the event will be run for multiple families. The<br>communication in the newsletter states that event will be taking place in the<br>classroom with the individual and their family member. This might be difficult<br>for families with multiple children at the school. |  |
| Closing of Meeting with a karakia by ADM.  |  |
| Meeting closed at 8.16   |  |