



Parents Teachers and Friends Association (PTFA) Meeting

Meeting held on 6th of June 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), Rachel McQueen (RMQ), Hannah Woods (HW), Andrew Moore.

Apologies: Rachael O'Brien (ROB), Brendon Murphy (BM), Anne-Marie Percy (AP), Marina Binns (MB), Francine Gilchrist (FG), Tracy Eksteen (TE), Rachael McKewen (RMK), Emma Simpson (ES), Helen Perry (HP), Becky Buckley (BB).

Meeting commenced at 7:05h with our school karakia.

	Actions
Correspondence:	
Michelle Leonard	
Minutes of Previous Annual General Meeting Accepted: Proposed by: ADM Seconded by: RS	
Matters arising from previous minutes (Actions)	
EZ CoversRequest for the school bank details to transfer funds. BM will organise it.	BM needs to confirm
 Students' Published Artwork ROB to register for the artwork after the school disco and liaise with JM to work out the logistics. 	
 Combined North Shore Catholic Schools' PTFA Calendar Shared with members to see what other schools are doing for their fundraising events. 	
Principal's Update	
No updates as MB sent her apologies due to being unwell.	
Board Update	
Andrew was the representative from the Board at this meeting.	
The Board wanted to thank the PTFA for the successful Fun Run (see appendix 1). The members wanted to acknowledge the special projects that PFTA organise for the school and the community.	
The Board also wishes to acknowledge the improved communications between the PTFA and themselves. Clear and consistent communication being sent to the school community from both the Board and PTFA which is welcomed by both parties.	
ADM also thanked the board for the improved communications channel.	
The Board are committed to contributing to the long term goal for the COLA. The logistics of this major project needs to be taken into consideration such as the timeframe for achieving the financial goals, compliance and requirements of works, setting realistic targets to achieve this long term goal.	
Project could be a 3 year goal. The current financial situation needs to be taken into consideration.	
ES is the person to speak to about the budget expenditure.	
Treasurer's Update Current balance:	



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	No undeteo og DM cont big opplaging due to work commitmente	
	No updates as BM sent his apologies due to work commitments. JM to discuss with MB in regards to the access to the bank accounts in case BM	
-	is not able to do it and payments are made.	
\blacktriangleright	\$200 to RS for prizes for Fun Run	
	\$50 to ADM for purchasing sausages.	
Fun Ri	un Review	
1 dil ix		
٨	ADM wished to thank RS for her organisation and efforts of the Fun Run. It was a very successful event.	
~	RS thanked JM for the running of the event which was enjoyed by everyone	
×	JM thanked the teachers for ensuring its success with the organisation, coordination and their efforts.	
٨	The students loved it and wanted to do it again. The good weather helped as well. The community really enjoyed supporting the students and there was a great turn-out.	
	\$12636.12 was raised for the PTFA long term goal of the COLA.	
8	RS analysed the webpage for sponsorship: 167 pages set up, 19 inactive and 147 active pages. 180 children were engaged in the fundraising webpage. This included families.	
A	Some families missed out because they had to set up individual pages for their children. It was harder to set up for some parents.	
A	Minimum effort was necessary to organise this event. 10% of the proceeds went to Fundraising Hub.	
Koving	into to consider for the future.	
	vints to consider for the future: Having a whanau page for families rather than individual pages for their	
	children.	
A	Confusion between cross country and Fun Run. This is due to the timing of the Fun Run in the winter season. CLPs were able to clarify with communications on whatsapp.	
A	St Joseph's are doing a colour Fun Run. RS will update PTFA about the	
	pros/cons for future events to consider.	
Uncom	sing DTEA Evente	
opcon	ning PTFA Events	
	St John the Baptist Celebration Monday 26 June	
\checkmark	PTFA will organise Sausage sizzle for the school.	
~	Helpers will be needed to cook the sausages which will commence at 12.00 after	CLPs to ask parents
	mass.	for helpers.
\checkmark	CLPs to communicate this to the parents for helpers.	
	Disco	JM/students.
A	The theme is "Your Future Self"	
\checkmark	Student voice want a photo booth. PTFA can organise the props. JM to ask students	
	what specific props do they want.	
A	HP will be doing the decorations. She will organise the projector and do "colourful" decorations as part of the theme.	MON to check the disco
A	Teacher office is still in the hall because the renovations in the admin building is still	times.
	ongoing. This need to be taken into consideration when setting up for the event.	
-	The hall will be available from 1.30 pm on the day.	
-	ADM suggested glow sticks and sell them at the disco. Price to be determined	





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	(approx \$1.00- \$0.50).	
_	Sausages to be sold from 5.30 onwards.	
_	Times from the children's disco (2022).	
_	4:30-5:30pm (years 1 and 2)	
_	5:45 – 7pm (years 3 and 4)	
_	7:15 – 8:30 (Years 5 and 6)	
_		
	Casino	
A	An extra Black Jack table not advised due to the logistics of the event. This has been	
-	advised by the company.	
A	Invoiced for the event will be in July.	
	Silent Auction needs to be advertised if we are going to run it.	
	PTFA and CLP to seek for donations from businesses to donate.	
	Members voted for \$30 per ticket to cover costs. Tickets will be available from Week 9.	
A	63 tickets need to be sold to break even for the event.	
\checkmark	Bring your own plate.	
\checkmark	Building a community event. Any additional funds raised will go to the long term	
	goals of PTFA. This will be clarified in the next PTFA newsletter.	
AOB:		
Busine	ess directory	MB to email
	A copy of this would be appreciated so ADM and MOF can email for	ADM and MOF
	sponsorship for Casino night.	the details
A	JM will inform MB about it and keep us updated.	
Schoo	I newsletter	
	Inform parents to give feedback to the school requesting more frequent	
	newsletters (bi-monthly) if they would like to see more communications. School	
	has not been informed about this request. Email office@sjmb.school.nz	
\checkmark	Currently ADM sends out 2 termly PTFA newsletters informing the community	
	about the upcoming PTFA events (1st newsletter) and how much was raised	
	(2nd newsletter).	
Comm	unity involvement	PTFA
	Suggestions for regular community events to be held at St John's grounds to	members to
	raise funds such as weekend markets car-boot sales. School charges for an	investigate
	allocation of land for the stall.	options
Undate	es about COLA	RMQ is still
	Difficulty to get accurate estimates or builders to come on site. Most	liaising with
	companies are using the aerial photos to give estimates.	MB about the
A	Astro turf is a potential no-go area due to the spike in costs.	quotes.
	One quote was \$650,000 which included the astro-turf.	
A	Considerations need to be taken about where they are positioned especially	
	for the upper classrooms.	
Closing	of Meeting with a karakia by ADM.	
Meetin	g closed at 8:56h	
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Appendix 1

St John's School Te Kura o Hato Hoani

87a Penzance Road, Mairangi Bay Auckland 0630 New Zealand 09 478 7734 www.sjmb.school.nz

6 June 2023

PTFA

Attention: Amanda Dixon-Mclvor

The Board would like to acknowledge and thank the PTFA for a successful Fun Run on 26 May 2023, which appeared from the side lines to be full of energy, laughter, and lots of fun.

It was great to see the children wearing fancy dress, following instructions in te Reo, dancing on the top court and crawling under and over obstacles all over the school.

It was also great to see so many parents on site supporting their tamariki and sharing the enthusiasm of the day.

A very sincere thank you for all the funds raised which the board acknowledges are earmarked for special projects in and around the school. The board and school community are grateful for the efforts of your small team to promote the wellbeing of all our staff and students.

Congratulations and thank you to you all, and to the staff who supported you, for organising and hosting a successful event.

Kind regard

Anne-Marie Percy **Presiding Member**

Together in Christ we excel, we celebrate



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Appendix 2

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SCHOOL	Fell	Mai	Apr	May	Art.	H	Aug	840	Out	Nev	Dec
Cernal College Opened 1957 65 Years		Arreal Parent & Daughter Breaklost Thure 23 Mar		Beats by Disgo Parent Event Fill 19 May			Gala Night Bluderd Eaent Fri 11 Aug			Annual Christmas Mariest (Pathio) Sat 18 Nov	
Roarsini College		Armad Fother 6 Son Breakted Tues 7 Mar	Koth Jubileer Celebrations Sat 1 Apr				Parent Event Terrs 3	Event		Annual Golf Day Thurs 30 Nov	
Opened 1962 80 Years			Rugby World of Darts Sat 15 Apr				Data	TBC		Annual Mother & Son Alternoon Tea Diste TBC	
81 Johnia		Avreal PTFA Pione Fri 3 March		Fun Rue		School Disco Student Event Fri 21 July	Nearest & Dearest		School G	Annual School Gala	
Opened 1961 42 Years				Fri 25 May		Castro Parent Evont Sait 22 July	Pri 18 Aug			(Public) Fri 10 Nov	
St Lev's Deered 1983 180 Years				Mother's Day High Tea Sun 7 May	~					Antival School Paer (Public) Sun 28 Nov	
81 Mary's											
Opened 1933 90 Years											
St Jaxophia				Carout Run Mid May Bate TBC	Md May		Shipwieckod Culz Night Term 3 Date TBC			iir - iii	
Opened 1843 174 Years				Mavie Night Term 2 Date TBC			Foreity Breakfost Term 3 Date TBC				
Stola Maria											
opened in 2005 18 Years											