



# ST JOHN'S SCHOOL

## — Te Kura o Hato Hoani —

MAIRANGI BAY, AUCKLAND

St John's Parents, Teachers and Friends Association

*"Nāku te rourou nāu te rourou ka ora ai te iwi."*

*With your basket and my basket, together we will thrive.*

St John's Primary School PTFA meeting Minutes

Date: Tuesday 8 April

Time: 7pm

Held in St Johns Staffroom

**Chair:** Amanda Dixon-Mclver

**Secretary:** TBD

**Treasurer:** Ziad Burjony

**Apologies:** Michelle Burdett, Alice Lellman, Sarah Abbott, Laura Mudford, Caren Connor, Tracy Eksteen

**Members Present:** Amanda Dixon-Mclver (ADM), Ashley Shearer (AS), Tayler McGregor (TMCG), Sheryn Haughey (SH), Ziad Burjony (ZB), Anne-Marie Percy\* (AMP), Marina Binns (MB), Shawna Meredith\* (SM), Trish de Waal (TdW), Sara Hewitt (SH), Henrietta Sinclair (HS), Laura Baddley, (LB) Janet Blind (JB), Helen Perry (HP), Jamie Russel\* (JR).

\*=Virtual

Meeting was opened at 19:05 with a karakia	Action	Timeline
Minutes from previous meeting	Proposed: ADM Seconded: MB	
<b>Matters arising from previous minutes</b> 1. Election of vacant secretary position Nomination received for SH in the Secretary position. Proposed ADM; Seconded MB; Passed by all unopposed		
<b>Chairperson's update</b> The Chairperson report was briefly discussed with most matters to be covered under other business items. ADM noted that the Freezer as agreed in the prior meeting had been purchased and thanked Save Barn Otahuhu for their support.	ADM	
<b>Principal's update</b> MB tabled the last school newsletter as her report which was accepted.	MB	
<b>Board update</b> AMP noted that the focus was on succession planning with the upcoming election and related retirement of several members. School budgets for 2025 were also discussed and finalised. AMP reaffirmed the Board's commitment to supporting the COLA projects and noted that the Boards funds were in place for the project.	AMP	
<b>Treasurer's update</b>		



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<p>it in term 1. This will require planning in Term 4 2025. HP/AS to pick this up later in 2025.</p> <p>In place of a color run an Adventure run was proposed for 13 June 2025 (Term 2).</p> <ul style="list-style-type: none"> <li>- HP and school staff to lead planning/ organisation of the event day.</li> <li>- HP to advise PTFA of support and resources required.</li> <li>- ZB to liaise with Raiseit to set up a site.</li> <li>- ADM/SH to look at prizes and sponsorship.</li> </ul> <p>Proposed to accept revised plan HP; Seconded SH; Passed by all unopposed.</p> <p>- <b>Community Event</b></p> <p>SH provided an update that ADM/SH have looked at venues to hold an event outside the School grounds. Continuing to develop the proposal with the possibility of a Comedy night through Comedy for a cause. Suggest it would replace the parent bingo/quiz night for 2025 and be held early Term 3 (Winter). To report back further at the next meeting.</p> <p>- <b>Gala</b></p> <p>ADM provided an update to planning. The proposal is to focus the Gala on food stalls, games and external vendors with a heavy emphasis on sponsorship to try and ensure that the revenue was not too dissimilar from previous years despite the proposed changes.</p> <p>Date proposed for the Gala is 21 November 2025. This is one week after the Carmel Fair.</p> <p>Proposed to accept revised plan ADM ; Seconded SH; Passed by all unopposed.</p> <p>- <b>Other fundraisers suggested</b></p> <ul style="list-style-type: none"> <li>- School to consider a "buy a plaque" fundraiser. HP to provide suggestions on a space that could be used. ADM to look into options.</li> <li>- Discussion on the possibility of a Matariki event. To revisit when considering the 2026 calendar.</li> <li>- The potential for a Childrens event was discussed. To be revisited at the next meeting. Options discussed include an offsite Movie, a talent show, or another disco (noting this was not preferred).</li> </ul>	<p>HP</p> <p>HP ZB ADM/SH</p> <p>ADM/SH</p> <p>ADM/HP</p> <p>ADM</p> <p>ADM</p>	<p>Next meeting</p> <p>Next meeting</p> <p>Next meeting</p> <p>Next meeting</p>
<p><b>Disco Review</b></p>	<p>ADM</p>	



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<p>ADM provided a review of the Disco. It was noted that 1.5 hours for the Y1-3 and 2 hrs for the Y4 - 6 was a little too long. The extended length was due to a change back to two sessions instead of three (which was the result of Covid restriction). It is recommended that next year these are reverted back to 1 hour for the Y1-3 and 1.5 hrs for the Y4 - 6.</p> <p>ADM thanked all the parents and staff that provided support with setting up and supervising the disco.</p>		
<p><b>Any other business</b></p> <p>N/A</p>		

### APPENDIX: 2025 Annual PTFA Plan

Fundraising Target (\$67,000)

Term	Month	Event	Link to PTFA aims/purpose
Term 1	21 <sup>st</sup> February	Frozen Friday	Children
	28 <sup>th</sup> March	PTFA Picnic	Community
	4 <sup>th</sup> April	Disco	Children
12 <sup>th</sup> April – 27 <sup>th</sup> April: SCHOOL HOLIDAYS			
Term 2	Fri 16 <sup>th</sup> May	Frozen Friday	Children
	Fri 13 <sup>th</sup> June	Adventure run	Children/ fundraising
	TBC	Frozen/ Hot Choc Friday - TBC	Children
28 <sup>th</sup> June – 13 <sup>th</sup> July: SCHOOL HOLIDAYS			
Term 3	Fri 1 <sup>st</sup> August	Frozen/ Hot Choc Friday - TBC	Children
	TBC	Community evening event	Fundraising/ Community
	TBC	Children's event	Children
	Fri 12 <sup>th</sup> Sept	Frozen Friday	Children
20 <sup>th</sup> September – 5 <sup>th</sup> October: SCHOOL HOLIDAYS			
Term 4	Fri 31 <sup>st</sup> Oct	Frozen Friday	Children
	Fri 21 <sup>st</sup> Nov	SJMB Fair	Community/ Fundraising
	Fri 5 <sup>th</sup> Dec	Frozen Friday	Children

### Meeting Dates 2025

- ~~Tuesday 4 March 2025 - AGM~~
- ~~Tuesday 8 April 2025~~
- Tuesday 6 May 2025
- Tuesday 3 June 2025
- July meeting TBC



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- Tuesday 5 August 2025
- Tuesday 2 September 2025
- Tuesday 7 October 2025
- Tuesday 4 November 2025
- December meeting - TBC