

## Dunsandel School PTA

### Meeting Minutes 01.04.19

#### At Dunsandel Tavern, 7:00pm

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| <b>Present</b>          | Emily McIntyre (P), Johnny Michael(VP), Katharine Sheppard (T & CC), April Barnett (S), Tracey Harrold (DP), Lis Hurst, Leanne Stewart |   |
| <b>Apologies</b>        | Becky Wolf, Katy Norton (CBC)  |   |
| <b>Previous Minutes</b> | Minutes from previous meeting dated 23.10.18 read by EM, seconded by AB.   |   |
| <b>Matters Arising</b>  | Catering, EOTC Spend, Tennis Nets, Transportation - all covered below.   |   |
| <b>General Business</b> | School's Requirements  | <p>EM met with Dave Robinson (Principal) and Don Lough (BOT Chairman) and discussed the needs of the School for 2019 and where the PTA could assist.</p> <p>New PRIDE t-shirts - last shirts were purchased in 2016. Awaiting final costing for new shirts as under negotiations.</p> <p>EOTC 2019 - Similar forecast costs as 2018. EM moved that the PTA approve funding of \$7,500 for 2019, and that further funding from the PTA may be requested during the year if the need arises. Seconded by Leanne Stewart.</p> <p>Transportation - EM to look into the possibility of hiring a Synlait bus, possible sponsorship/discounting, if the buses are available during the middle of the day.</p> <p>PRIDE Days - PRIDE days will continue, perhaps not school-wide, but within each classroom. Also a multi-cultural PRIDE day has been suggested. PTA keen to support these days. More info to come from Dave as to when these will happen and exactly what is needed.</p> <p>Bounce Back programme - this programme is currently being run school-wide. No funding support required at this stage but PTA support this initiative and happy to help in the future if and when required.</p> <p>Maori Culture/Kapa Haka - Each classroom is visiting Taumutu Marae this year. There is a large cost involved of \$250 koha per visit, plus the cost of the buses.</p> <p>The School has also recently begun a kapa haka programme for children who wish to opt in. At this stage no funding is required from PTA however in the future there may be a requirement for costumes etc to support this learning.</p> |

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|  | <p>Fundraising</p> | <p>Classroom Consumables - as per last year, \$300/classroom per term was approved at the AGM in March.</p> <p>COW Lease - This contract renews in June and there may be a requirement for more computers. DR to advise once finalised.</p> <p>Year 5/6 Ski trip bus is required again this year.</p> <p>Duathlon and Cross Country - ice blocks and fruit/snack will be provided at these events.</p> <p>Country Day - As per previous years a Judge's morning tea will be organised and provided by the PTA.</p> <p>Playground - a planning group is to reconvene to decide what is to be included in Stage 2 of the playground redesign.</p> <p>Lunch area to be extended outside rooms 1 &amp; 2 - possibly extending the concrete further back into the grassed area in front of the hill so that the lunch tables can be moved onto this area allowing children to play on the current concreted space.</p> <p>Removable Tennis Nets - approximate cost for this is \$2,000. DR to provide EM more information and request for funding with exact amount required.</p> <p>Upcoming fundraising events include:<br/> Creative Fundraisers - jewellery/keyring fundraiser was run in March. Will look at running this again pre-Christmas.<br/> 30 April - 2nd Lincoln Focus Day for the year.<br/> Quiz Night - Friday 21st June will be the date for this pending a check that the Community Centre is available and that there no major clashes with other events.<br/> Johnny Michael advised he has approx 100 large bales of pea straw available for sale \$50ea to be donated to the School. Suggested these be advertised in time for Easter weekend.<br/> Country Day Cake Auction - September.<br/> Calf Fundraiser (July - Dec).</p> <p>A few ideas for larger fundraisers were put forward to think about for later on this year or next; Fun Run, Golf Day (or family golf event), Car Boot Sale, Easter Country Fair, Sponsor a Brick-type fundraiser whereby names of sponsors would be on bricks or pavers etc (possibly used to create the new area for tables planned for outside rooms 1 &amp; 2).</p> |
|  | <p>Catering</p>    | <p>Focus Day 30 April.</p>  |

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|                           | Other General Business  | Year 6 Conference? -KS to discuss with Dave.<br><br>No other general business. |
| <b>Correspondence in</b>  | Charities Services Newsletters and email about registering for community meetings about Charities Act Review<br>Invoice and Feedback form from Pulse Entertainment (DJ Pulse).<br>Emails from Wave advising of account update (accounting programme used by the PTA).<br>Credit Note from Rural Livestock for sale of calves.<br>Email from Charity Training about a seminar in March.<br>Email from The Growth Collective about online fundraising payment service supposed to make it easier for parents to donate to fundraisers.<br>Email from Peter Walsh & Associates advising of a possible security breach relating to their xtra email account advising clients of a change in their account number. No action required by us. |  |
| <b>Correspondence out</b> | Email chasing up final cake auction payment.<br>Email to Subway Rolleston advising of November Subway lunch booking.<br>Account opening request sent to Rural Livestock.<br>Email to Subway Rolleston advising of February Subway lunch booking.  |  |
| <b>Treasurer's report</b> | KS presented the Treasurer's report. Please see attached.   |  |
| <b>Meeting closed</b>     | 8.37 pm   |  |
| <b>Next meeting</b>       | Next meeting 6 May 2019, 7pm at Dunsandel Country Cafe & Bar  |  |