

WESTLAKE BOYS HIGH SCHOOL PTA MEETING

Monday 1st August 2022 7.00pm.

Staffroom.

Present:	Tracey Smith, Robyn Dean, Cathryn Wilson, Lyn Cuthbertson, Arlette Nikken, Sonja Westerdaal, Christina Smith, Jodie Peters, Tomo Ishihara, Luana McVeigh, Cindy Zhou, Emma Lawrey, Helen Mason, Michele Cain (staff), Rachael Jane, Emma Oliver, Chhaya Patel, Tali Carland, Rebekah Patterson, Jane Henderson, Philip Harkness (BOT.)
Apologies:	Hester Kleynhans, Jody Alder, Caroline Carlyle, Gabriela Mercado, Vid Kulkarni, Trudy Inglis.
Minutes from Previous Meeting:	Moved: Luana McVeigh. Seconded: Sonja Westerdaal. Accepted.
Matters Arising:	<p>Tracey has been trying to chase getting photos of the ramp area to be turfed and seating fitted. The school still don't have any, Judith (Business manager) will send them to us as soon as they do.</p> <p>The trolley for the medical centre that we had agreed to purchase at the last meeting (due to the ordered one not arriving), subsequently arrived the day after so we don't need to fund it as the school have paid.</p>
Correspondence In/Out:	<p>Kez Ellis requested PTA assistance with the Mother/son breakfast. She said she would note the PTA as a sponsor in return for any assistance. Tracey sent out an email requesting help.</p> <p>Following the event Kez sent a thankyou email to the volunteers. Thanks to Hester, Chris, Emma Oliver and Chhaya.</p> <p>We have been approached via a contact at the new uniform shop about selling scientific calculators, which are a mix of new and second hand. They were going to discuss it with the maths department. We feel we need more</p>

	<p>information, so we will wait until the school decides what direction they want to go in.</p>
<p>Financial Report:</p>	<p><u>Treasurers report August 1st 2022.</u></p> <p>For the period May 10 - 31 July 2022</p> <p>Opening BNZ balance as of May 10, 2022. \$3,795.83</p> <p>Income during the Period:</p> <p>Transfer from Trading Post \$0.00</p> <p>Gross Interest \$0.00</p> <p>Expenditure during the period:</p> <p>No expends \$0.00</p> <p>Closing BNZ balance July 31 2022 \$3,795.83.</p> <p>Moved: Cathryn Wilson.</p> <p>Seconded: Emma Lawrey.</p>
<p><u>WBHS PTA Second-Hand Uniform Shop – 1 August 2022</u></p> <p>Opening balance 19 June 2022: \$28,941.82</p> <p>EFTPOS: \$1,870.01</p> <p>Cash Deposits: \$230</p> <p>Direct Deposits: \$225</p> <p>Total Deposits: \$2,325.01</p> <p>Paymark Limited: \$41.40</p> <p>SmartPay NZ: \$41.34</p> <p>June payments to sellers: \$1,053</p> <p>Total Withdrawals: \$1,135.74</p>	

Closing balance 31 July 2022: \$30,131.09

Sales

June: \$2,505 (58 items) June Last Year: \$1,450

July: \$1,715 (42 items) July Last Year: \$1,290

2022 YTD: \$25,190

2021 YTD: \$18,523

\$6,667 ahead last year

Donated Uniforms Analysis

Total registered items 2022 YTD = 898

Total registered donated items 2022 YTD = 240

27%

Total number of sold items 2022 YTD = 578

Total number of donated sold items 2022 YTD = 146

25%

Sold \$5,478.50 worth of donated item 2022 YTD = 22% of 2022 YTD Sales (\$25,190)

General Business

☒ Looking for a shift supervisor to run Friday openings

☒ Saturday opening later in term or beginning of term 4 (don't have enough larger sizes.

Need to make the leaving Year 13s more aware that they can sell their uniform on once they have finished school. Lyn feels it should be part of the check out list that they are given.

We are getting very short on volunteers for the shop, we will put a request in the newsletter for new volunteers.

Moved Robyn Dean.

Seconded Lyn Cuthbertson.

General Business.

A. Social event.

Cathryn reported that our last social event, the quiz night at the New Brew bar, Albany was well attended, and everyone enjoyed it.

It has been agreed that we will have our next social event there too. Please pencil in Tuesday 13th September, Cathryn will send out an invite.

B. Thankyou to the volunteers.

Tracey wanted to say a general thankyou to everyone who has volunteered at various things like the canteen, mother/son breakfast often at short notice.

Thank you for responding quickly which we are grateful for, and the school are always very appreciative of our flexibility and help.

C. Head Prefect prize.

As a thank you to the head prefect to acknowledge their hard work and commitment over the year, the PTA has traditionally given the head boy a cash grant of \$250.

Tracey asked if we need to increase the amount given as it has remained the same amount for several years.

During the discussion Lyn highlighted that it is good they are acknowledged, but by going to an individual person it is not following the PTA constitution of funding for the good of as many students as possible.

So, after the discussion, and hearing from Philip Harkness (BOT) that the head boy already gets several other grants from the school, Tracey passed a motion after a vote of 'All in favour' that the amount should stay the same.

D. Funding opportunities.

Tracey has asked Judith again for concept drawings of the turf area next to the ramp that we are potentially going to fund, still waiting for them. Discussed the idea with Philip Harkness, and that we still don't have a list or picture of what they would like us to fund. He is on the BOT finance committee, so will raise it at their meeting on Wednesday.

As a registered charity it has been indicated to us that we shouldn't be holding onto the money and should be spending it. We also like to save up to fund larger projects.

We have the money; we just need to find some projects to support.

E. Volunteers required.

1, Enrolment interview dates.

- i) Wednesday 10th August 10am-6pm (in zone.)
- ii) Tuesday 16th August 9am-4pm (out of zone.)
- iii) Wednesday 17th August 9am-8pm (out of zone.)

We have started to establish ourselves as the welcoming committee. Preferably 2 volunteers are needed per 4-hour time slot to serve drinks, and chat to the students and families whilst they are waiting in line for their interview and answer any questions they may have. Tracey and Euphemia (BOT) will both be around for part of the time. It was suggested to send out a request email with the times on a grid format that people can just add their names onto. Tracey will organise that.

2. Grandparents Day Friday 30th September.

Set up team 9.30-11.30am (min 6 needed.)

Clean up team 10.30-12.30 (min 5 needed.)

This year's event will be for grandparents of boys in years 9 and 13, as the event in 2020 was so oversubscribed it became dangerous holding it safely.

We may need to move the start time to earlier. The school haven't advised us yet with a specific time. Michele has suggested contacting Kez directly, as at the moment there are events, she is busy planning for before then. Last year the set-up team started at 8am as the PTA handled all the food prep as well.

I will send out an email to request assistance. Thank you to Hester, Trudy and Gabriela who have already offered to help.

F. Other matters.

Tracey asked if anyone had seen the article in Stuff about vaping in schools. Philip said the issue has been discussed countless times at board meetings. The school has tried to do the best they can, but there is only so much the school can do and say to educate the

<p>students, and there needs to be government intervention to get the message through.</p> <p>Tracey spoke about the issue of reliever fatigue and boys are over being in the auditorium, but they seem to have got over this issue.</p> <p>Philip said there has been a big push to try and keep the school open, and they've done a great job where they can.</p> <p>Emma Lawrey asked Philip if he knew whether the school is a signatory to the health coalition Aotearoa (healthy food in schools' programme.)</p> <p>Philip hadn't heard that the school was. Tracey will find out from Sandra if we qualify.</p>	
<p>Meeting ended. 8.15pm.</p> <p>PTA MEETING DATES 7pm (staff room whilst at orange level).</p> <p>Monday 12th September.</p> <p>Monday 7th November.</p> <p>OTHER DATES.</p> <p>WBHS 60th Anniversary lunch Wednesday 24th August.</p> <p>Grandparents Day Friday 30th September.</p> <p>Westlakers 60th Band night Friday 4th November.</p> <p>Staff Morning tea Thursday 17th November.</p> <p>Graduation dinner set up Thursday 1st December.</p> <p>PTA end of year social event. Date TBC.</p>	

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