

WESTLAKE BOYS HIGH SCHOOL PTA MEETING

Monday 12th June 2023 7.00pm Staffroom

Present:	Arlette Nikken, Cathryn Wilson, Chhaya Patel, Christina Smith, Cindy Zhou, Fiona McCormick, Jodie Peters, Kirsty Nankervis, Lyn Cuthbertson, Michelle Cain (Staff), MIMOZA KAMBERI, Naomi Naera, Rachael Jane, Rebecca Henderson, Robyn Dean, Shannan Blanchet, Tali Attwood, Tomo Ishihara, Tracey Smith
Apologies:	Carolyn Carlyle, Emma Lawrey, Gabriela Mercado, Gurjeet Pannu, Katie Elliot, Kavitha Sadasivam, Luana McVeigh, Paige Sun, Peter Dennis, Sonia Rath, Susie O'Rourke, Trudy Inglis
Minutes from Previous Meeting:	Moved: Cathryn Wilson Seconded: Tracey Smith
Matters Arising:	
Correspondence In/Out	
Financial Report:	Cathryn Wilson – PTA Treasurer presented the Financial Report (attached) Moved: Christina Smith Seconded: Naomi Naera
Secondhand Uniform Shop Report:	Lyn Cuthbertson presented the Secondhand Uniform Shop Report (attached) Moved: Shannan Blanchet Seconded: Tracey Smith Lyn also discussed the need for more experienced helpers in the Shop, and especially a new Shop Manager. Lyn is not able to attend for the whole of Friday's opening hours due to her own work commitments, and it is unfair to have 2 new Staff working on their own who are inexperienced. Lynn will no longer be available from the beginning of Term 4. Chris and Lynn will put together a Job Description/Ad for the GSB to try to find a new Shop Manager. At our last meeting, we discussed the possibility of using Students to help (this is successful at WGHS), Jodie is going talk to Melanie Dunn about this.

	<p>There have been problems with the shop EFTPOS machine being unplugged and not being able to be used, so a sign will be made to remind volunteers to leave it plugged in.</p> <p>A new Laptop for the Shop has now been purchased. Total cost was \$861.06</p>
General Business:	<p>School Van The new School Van has been purchased, with a contribution from the PTA of \$25,000 (approx. 50% of the total cost). The Van will be Sign written to credit the PTA with the donation</p> <p>Water Cooler for the Health Ctr As discussed at our last Meeting, Jodie had a request from the Student Health Centre as to whether it is possible for the PTA to fund a Water Cooler. Jodie has had pricing from Just Water for Plumbed in/Filtered Coolers, and the Committee agreed that buying a new or refurbished Cooler was a preferred option to renting.</p> <p>\$1204.50 + GST for a new cooler - 2-year warranty \$722.70 + GST for a refurbished cooler - 6-month warranty (Installation and service not included – additional cost)</p> <p>Jodie has found a 'Westlaker' Plumber who is happy to install the Water Cooler for the PTA (at materials cost only) and passed a Motion that the PTA cover the Cost of purchasing a new or re-furbished Water Cooler (depending on advice from the Plumber as to which was the better option). This Motion was passed unanimously.</p> <p>2nd Wound Trolley for The Health Ctr Last year the PTA purchased a Wound/Dressing Trolley for the Health Ctr, they have asked if it would be possible for the PTA to fund a second trolley, as there are many occasions when they need to treat more than 1 student at a time. The cost of the Trolley last year was \$583.</p> <p>Jodie Proposed a motion to purchase a 2nd trolley up to the value of \$600 + GST, this was passed unanimously.</p> <p>Grandparents Day 28th July The school has asked the PTA to contribute funds to Grandparents Day. This request has been declined as the event does not meet our funding criteria,</p>

however we will be happy to provide PTA Volunteers to assist with set up, serving food, clearing up etc.

International Boys School Conference

Jodie thanked all the PTA members who have already signed up to help at the IBSC. At our last meeting the list of areas where help was needed was quite overwhelming, this list has been downsized considerably!

The 2 main areas where the PTA's help is required are Monday evening on the 26th of June to assemble Tote Bags and Lanyards, and on the Help Desk during the Conference (Monday 3rd to Saturday 8th of July).

There are still spots available, please use the 'Sign up' links if you can help

Monday 26th June

<https://signup.com/go/UKvRqfq>

Conference week

<https://signup.com/go/hKKbLTF>

The Prefects will be on standby to fill in/help where needed. It was mentioned that communication from the school to the students who volunteered to help has so far been very minimal.

Parent Teacher Interviews

Year 12 Interviews are this Thursday 15th June, and Year 11 are next week on Thursday 22nd June. More helpers are still needed to serve refreshments to Parents and Teachers. It was suggested that we need a laminated 'run sheet' of instructions for helpers.

Gala Dinner

Tracey and Michele provided some information on the Gala Dinner that is being planned for the 2nd of September. This is the first time WBHS is holding this event, but it is hoped to be the first of many. Tickets will be available at \$175 each and include a 3-course catered meal and a band. The event is to fundraise for the 'Boy's First Fund' which is to be used to ensure no boys are disadvantaged or left out of school activities due to their financial situation. Helping to fund a Year 9 camp is one of the first items planned for the funds. The Dinner is going to have a Black-Tie dress code and there will be Silent Auctions, with some fantastic auction items already coming in.

PTA Meeting Dates:	<table><tr><td>Monday 31st July</td></tr><tr><td>Monday 4th September</td></tr><tr><td>Monday 16th October</td></tr></table>	Monday 31 st July	Monday 4 th September	Monday 16 th October
Monday 31 st July				
Monday 4 th September				
Monday 16 th October				
Other Dates	PTA Social Event Tomorrow night 13 th June IBSC Mon 3 rd to Sat 8 th July Grandparents Day Fri 28 th July Father Son Breakfast Wed 23 rd August Gala Dinner Saturday 2 nd September			

Treasurers Report 10 June, 2023

For the period 7 May – 10 June, 2023

Opening BNZ balance as of 7 May, 2023 \$2,465.15

Income during the Period:

Transfer from Trading Post \$25,000.00

Gross Interest \$0.00

Expenditure during the period:

AGM Meeting Refreshments \$81.80

PTA Meeting Refreshments \$86.40

Year 13 Parents Evening Refreshments \$71.74

Gift for Outgoing President \$125.00

Donation towards New School Minivan \$25,000.00

Closing BNZ balance 10 June, 2023 **\$2,100.21**

WBHS PTA Second-Hand Uniform Shop – 12 June 2023

Bank

Opening Balance (30/04/2023)
37,447.37 CR

Opening balance 30 April 2023: **\$37,447.37**

EFTPOS: \$2,580

Direct Deposits: \$775

Total Deposits: \$3,355

Paymark Limited: \$41.34

SmartPay NZ: \$21.74

April payments to sellers: \$1,563.25

School Van Donation: \$25,000

Staff Movie Night Donation: \$1,000

Total Withdrawals: \$27,626.33

Closing balance 31 May 2023: **\$13,176.04**

Closing Balance (31/05/2023)
13,176.04 CR

Sales

April \$2,875 Last Year: \$4,175

May \$3,615 Last Year: \$3,825

2023 YTD May: \$34,195

2022 YTD May: \$21,135

\$13,060 ahead last year

General Business

- Laptop