

WESTLAKE BOYS HIGH SCHOOL PTA MEETING

Monday 10th June 2024 7.00pm Staffroom

Present:	Brigetta Stephenson, Camille Smith (Staff Rep), Cathryn Wilson, Chhaya Patel, Christina Smith, Cindy Zhou, Fiona Thomas, Jodie Peters, Mimoza Kamberi, Peter Dennis, Raakhee Rahman, Robyn Dean, Shannan Blanchet, Tali Attwood, Teresa Norris, Stephen Bendall (BOT Member)												
Apologies:	Eman Ali, Fiona McCormick, Gabriela Mercado, Georgia Burn, Juanita Fordham, Katie West, Kavitha Sadasivam, Kirsty Nankervis, Luana McVeigh, Naomi Naera, Rachel Jane, Rebecca Henderson, Rebekah Patterson, Tomo Ishihara, Tracey Brown, Trudy Inglis, Vid Kulkarni												
Minutes from Previous Meeting:	Moved: Shannan Blanchet Seconded: Cathryn Wilson												
Matters Arising:	None												
Correspondence In/Out:	Jodie received an email with updated dates for all the WBHS Events that may require PTA input. She will cover this in more detail later in the meeting.												
Financial Report:	<p>Cathryn Wilson presented the Financial Report</p> <p style="text-align: center;">Westlake Boys High School PTA Treasurers Report 10 June, 2024 For the period 13 May - 7 June 2024</p> <table><tr><td>Opening BNZ balance as of 13 May, 2024</td><td style="text-align: right;">\$1,245.99</td></tr><tr><td colspan="2">Income during the Period:</td></tr><tr><td>BNZ Interest Refund</td><td style="text-align: right;">\$18.25</td></tr><tr><td>WBHS Trading Account Top Up</td><td style="text-align: right;">\$1,000.00</td></tr><tr><td colspan="2">Expenditure during the period:</td></tr><tr><td>PTA Meeting Refreshments - C Wilson</td><td style="text-align: right;">\$52.98</td></tr></table>	Opening BNZ balance as of 13 May, 2024	\$1,245.99	Income during the Period:		BNZ Interest Refund	\$18.25	WBHS Trading Account Top Up	\$1,000.00	Expenditure during the period:		PTA Meeting Refreshments - C Wilson	\$52.98
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	<p>Closing BNZ balance 7 June, 2024 \$2,211.26</p> <p>Moved: Teresa Norris</p> <p>Seconded: Chhaya Patel</p>
<p>Secondhand Uniform Shop Report:</p>	<p>Brigetta Stephenson presented the Second-Hand Uniform Shop report</p> <p style="text-align: center;"><u>WBHS PTA Second-Hand Uniform Shop – 10 June 2024</u></p> <p><u>Financials</u></p> <p>Opening balance 30 April 2024: \$36,080.70</p> <p style="padding-left: 40px;">EFTPOS: \$5,430 Direct Deposits: \$800 Cash Deposit – March sale: \$635 Cash Deposit – April sales: \$320</p> <p>Total Deposits: \$7,185</p> <p style="padding-left: 40px;">Paymark Limited: \$21.74 SmartPay NZ: \$41.34 Label reimbursement: \$29.90. Hand Me Round Fee: \$65 Transfer to PTA: \$1,000</p> <p>Total Withdrawals: \$1,157.98</p> <p>Closing balance 31 May 2024: \$42,107.72</p> <p><u>Payments</u></p> <p>April payments –\$958.75 made June 1.</p> <p>Estimated May payments -\$2,990 to</p> <p><u>Sales</u></p>

	<p>2023 YTD May: \$34,195 2024 YTD May: \$39,614 \$5,419 ahead last year</p> <p><u>General Business</u></p> <ul style="list-style-type: none"> • There were two Wednesday after school openings in May which has contributed to the increased monthly turnover • The Shop is not currently taking any more shorts for sale, as there is an excess amount in stock. Cathryn queried if it was possible to remove selling of these on the Hand-me-Round software. Brigetta will make this change (with help from Robyn if necessary) <p>Moved: Shannan Blanchet</p> <p>Seconded: Tali Attwood</p>
<p>General Business:</p>	<p><u>PARENT TEACHER INTERVIEW THANK YOU</u></p> <p>The Parent Teacher Interviews were very successful, Jodie received great feedback from staff who appreciated the PTA’s contribution. Jodie thanked the PTA members who helped, and Cathryn for keeping the supplies topped up. Teresa and Tali advised Cathryn that there were no more cookies left. The consensus was that it is better to keep buying individually wrapped cookies even though they are slightly more expensive.</p> <p><u>UPDATE ON SCHOOL LUNCH PROGRAM</u></p> <p>Unfortunately, Juanita was absent due to illness, but Jodie provided an update on the Lunch Program. The plan is for PTA to meet fortnightly on Monday evenings (after the bread has been collected) to make Sandwiches to freeze for the coming week. Next Monday 17 June is the planned first night, starting at 6.30pm for approx 45 mins to an hour. The team of rostered WBHS staff will make lunches on the alternate week. The school has donated funds available to buy the fillings and spreads as needed.</p> <p>Jodie asked for someone to volunteer to coordinate the Roster for both the weekly picking up of the donated bread and the fortnightly lunch making. There were no volunteers for this at the meeting, but Jodie will email all PTA Members and will hopefully find someone willing to coordinate this project.</p> <p><u>GALA FUNDRAISER</u></p> <p>Luana was unable to make it to the meeting but passed on the sad news that the decision has been made to cancel the Gala Fundraiser. Unfortunately, ticket sales have been inadequate to proceed. The current economic environment is making it very difficult to get the numbers needed for this type of Event. The Gala Committee is going to re-group and plan a different event for later in the year.</p>

FUNDING OPPORTUNITIES

Jodie reminded PTA of the acronym we use for assessing funding projects:

PTA Funding Selection Criteria

W Whole School Impact – the largest number of students should be positively impacted (should be as high as possible)

B Bias (No bias) - Donation should not favour one niche group, e. g. specific sports or cultural activity/team

H Historical Value – Donation should have a long term, positive impact on the students

S Strengthen the PTA's profile – Donation should raise the PTA profile and build support within the WBHS community. It should provide a platform to promote the efforts/objectives of the PTA and encourage more Parents/Caregivers to join

In the past the PTA has financed furniture for the language block, 2 minivans, stage risers, a water cooler and a Wound Dressing trolley for the Student Medical Centre. The current project the PTA is investigating is a large electronic notice board for the front of the school. A show of hands indicated that all members in attendance were in favour of this. David Ferguson has advised that the school were keen to get a notice board but had already spent funds looking into it so were not currently pursuing the project.

Camille (Staff Rep) has made contact with WiPath who are the main supplier of these signs in NZ. Camille has contact details of a 'Westlaker' involved with the company, so will investigate this further.

The other possibility for funding is providing outdoor furniture for a covered area in front of the Tuck shop. There seems to be a lack of sheltered areas for students to eat their lunches, especially in bad weather. This area is waiting for work to be done to improve the drainage, so more information is needed on the timeframe of this project.

UPCOMING WBHS EVENTS

Jodie has confirmed the following events/dates with Michelle Nauer (WBHS Event Coordinator) that the PTA will potentially be involved in:

Grandparents Day 2 August

This is always a popular event for the Grandparents of Year 9's and 13's (+ new students). Jodie will send out a 'Sign-Up' for 2 shifts of helpers that will be needed.

In Zone Interviews 13 August

	<p>A 'Sign-Up' will be sent out for this closer to the date. 4 shifts of helpers will be needed to serve refreshments, answer questions and hand out PTA flyers.</p> <p>Out of Zone Interviews 20-21 August Father Son Breakfast 29 August (date TBC) Music and Drama Fundraiser 5 September Scholars Breakfast 25 September Prefects Dinner 22 October Music Dinner 24 October Sports Dinner 30 October PTA Staff Thank you Morning Tea 7 November Graduation Dinner 29 November</p> <p>Teresa asked Jodie if PTA help would be needed at the Open Evening on 1 August. Jodie will check with Michelle on this.</p> <p><u>PTA SOCIAL EVENT</u> Jodie reported that the last Social Event (which was a Quiz Nite at the Beer Spot in Northcote) was a great success. Sadly only a few PTA members were able to attend, but they had a great time and managed to come second in the Quiz!!! Cathryn suggested going to a Pool Hall for our next event. It has good food and cheap table hire. Alternatives suggested were Ten Pin Bowling or a Movie. A show of hands voted to try Pool for our next event. The tentative date for this is Tuesday 23 July.</p>			
<p>PTA Meeting Dates:</p>	<p><u>Meeting Dates for 2024</u></p> <table border="1" data-bbox="440 1209 816 1333"> <tr> <td>Monday 05 August</td> </tr> <tr> <td>Monday 9 September</td> </tr> <tr> <td>Monday 21 October</td> </tr> </table>	Monday 05 August	Monday 9 September	Monday 21 October
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	<p>Meeting Ended: 8.22pm</p>			