

## WESTLAKE BOYS HIGH SCHOOL PTA MEETING

Monday 5 August 2024 7.00pm Staffroom

<b>Present:</b>	Amrita Sahay, Brigetta Stephenson, Camille Smith (Staff Rep), Cathryn Wilson, Chhaya Patel, Christina Smith, Cindy Zhou, David Ferguson (Headmaster), Jimmy O'Brien (BOT), Jodie Peters, Juanita Fordham, Katie West, Kirsty Nankervis, MIMOZA KAMBERI, Peter Dennis, Raakhee Rahman, Robyn Dean, Shannan Blanchet, Tali Attwood, Teresa Norris, Tomo Ishihara, Tracey Brown
<b>Apologies:</b>	Fiona McCormick, Fiona Thomas, Gabriela Mercado, Georgia Burn, Kavitha Sadasivam, Luana McVeigh, Naomi Naera, Rachael Jane, Rebecca Henderson, Rebekah Patterson, Vid Kulkarni
<b>Minutes from Previous Meeting:</b>	Moved: Shannan Blanchet Seconded: Teresa Norris
<b>Matters Arising:</b>	Already being addressed in General business
<b>Correspondence In/Out</b>	Nothing of note
<b>Financial Report:</b>	Cathryn Wilson (PTA Treasurer) presented the Financial Report (attached)  Moved: Chhaya Patel Seconded: Tali Attwood
<b>Secondhand Uniform Shop Report:</b>	Juanita Fordham Presented the Secondhand Uniform shop report (attached)  Juanita also advised that opening on one Wednesday a month is going well, however they are noticing that the Friday after a Wednesday opening is usually much quieter than usual. They may look at not opening on these Fridays. The Second-Hand Uniform shop is currently low on stock, especially Blazers and Trousers.  Moved: Cathryn Wilson Seconded: Kirsty Nankervis
<b>General Business:</b>	Jodie handed the meeting over to David Ferguson (WBHS Headmaster) to address the PTA.

**DAVID FERGUSON - HEADMASTER**

David thanked the PTA for all their help with various school events and running the Second-Hand Uniform shop. He advised that the PTA's efforts are noticed and appreciated by the school and the BOT.

The recent Open Evening had a huge turnout, and they are anticipating 850-900 applications for Year 9 in 2025 (for approximately 500 places).

There are currently no plans to increase the overall number of students at WBHS, however overseas students' numbers have been slowly increasing post Covid 19.

There is a major program of property development underway over the next 5-7 years. This includes a complete renovation of the Tech Block and the new Music and Drama complex. Some temporary classrooms will be needed during the construction.

The Teacher Training program is going well, with 20 teachers expected to finish by the end of this year. This program is helping to solve the ongoing teacher shortages being experienced by all schools in NZ.

Term 3 is very busy with lots going on, David highly recommended attending the Music Concert this Friday, telling us it will be an 'extraordinary event' not to be missed!!!

**THANK YOU TO PTA HELPERS**

Jodie expressed her thanks to all those who volunteered to help at the Open Evening and Grandparents Day that were held last week. Both events were very successful and there has been some excellent feedback about Grandparents Day.

**SCHOOL LUNCH PROGRAM**

Jodie reported that lunch making on Monday/Tuesday nights is going well. This has become a fun, social event, providing time to chat and meet new people. Jodie has opened this up to the school community via the Second-hand Uniform Shop Facebook page, which along with some student helpers has meant there are enough volunteers to do this weekly. Jodie has created a separate WhatsApp group to help manage this.

Some weeks none of the donated bread is sliced and this makes the process a lot slower. The purchase of an electronic bread slicer is being considered, but these are quite pricey to buy new (\$1100 - \$1600) so it was discussed whether it might be cheaper to buy sliced bread, rather than buy a bread slicer to cut up the donated bread. If any PTA members have a contact within the food industry, or know of a secondhand slicer available, please let Jodie know.

**FUNDING OPPORTUNITIES – ELECTRONIC NOTICE BOARD**

Camille (PTA Staff Rep) has done initial research into an electronic noticeboard for the school. Wipath (who have provided/installed approx 80% of the electronic signs in NZ Schools) have quoted to supply and install 2 different options of double-sided screens. The options are to install a double-sided screen on a plinth or on 2 vertical posts. The estimated cost of the sign is between \$30,000 - \$40,000, but this

does not include resource consent or getting power/data to the site. Camille has also approached another company but is still waiting to hear back with a quote.

WBHS had a previous electronic sign that was attached to the front of the auditorium, but this was removed several years ago as it was old technology that was no longer working/suitable for purpose. The school paid a planning consultant to investigate getting resource consent to install a very large, high-resolution screen, but were advised that it would be very difficult and expensive to get resource consent for it. Camille's research indicates that a smaller screen at road level should be able to get resource consent. The screen would not be permitted to display advertising but could be used to highlight WBHS sponsors.

Jimmy O'Brien (BOT Rep) pointed out that it would be worth approaching Westlakers, as they may be keen to help contribute to the costs involved in the sign. The sign could be a useful tool for the Westlakers to promote events to the community.

Katie suggested the sign could be useful for attracting helpers from the school community for the various events and Amrita thought it would be a great platform to highlight student achievement/excellence.

Robyn suggested talking to WGHS to see if they had any feedback from when they went through the process of installing their electronic sign a few years ago.

Jodie asked for a show of hands as to whether the PTA was in favour continuing investigations into funding an electronic sign. 19/20 committee members in attendance were in favour.

#### **UPCOMING EVENTS**

Terms 3 and 4 are always very busy for the school community and the PTA!!! Jodie has set up Signups for all the upcoming events (links below), but these will be managed by various members of the Executive Committee to try to lighten Jodie's workload as much as possible.

**In zone interviews on the 13th of August.** <https://signup.com/go/jSCNCgQ>

**Out of zone interviews day 1 Tuesday 20<sup>th</sup> Aug** <https://signup.com/go/OzCZEwo>

**Out of zone interviews day 2 Wednesday 21<sup>st</sup> Aug** <https://signup.com/go/tnRuryB>

The Interview days for 2025's Year 9 intake are always a great opportunity for the PTA to support the staff and meet and greet prospective students and parents. It is also a great chance to promote joining the PTA to new parents!

**Father Son Breakfast Thursday 29<sup>th</sup> August** <https://signup.com/go/MSXtzjA>

4 volunteers will be needed to help at this event

	<p><b>Sports Dinner Wednesday 30<sup>th</sup> Oct</b> <a href="https://signup.com/go/myXdmpZ">https://signup.com/go/myXdmpZ</a></p> <p><b>Graduation Dinner Friday 29<sup>th</sup> Nov</b> <a href="https://signup.com/go/eRvFcoG">https://signup.com/go/eRvFcoG</a></p> <p><b>Staff morning tea set up Monday 4<sup>th</sup> Nov and Wednesday 6<sup>th</sup> Nov</b>  <a href="https://signup.com/go/AXxSvTp">https://signup.com/go/AXxSvTp</a></p> <p><b>Staff morning tea Thursday 7<sup>th</sup> Nov</b> <a href="https://signup.com/go/LDEJSxx">https://signup.com/go/LDEJSxx</a></p> <p>Luana will be coordinating this event and has asked for someone to help with this (preferably someone with some availability during the working day). If there is anyone who can help, please let Luana know directly or email Chris at <a href="mailto:ptasecretary@westlake.school.nz">ptasecretary@westlake.school.nz</a> to pass on the details.</p> <p>Helpers will be needed to set up two nights beforehand and on the day. Please start collecting paper gift bags and unbranded plain brown paper bags, as we will need approx 250 of these.</p> <p><b>PTA SOCIAL EVENTS</b></p> <p>Cathryn recapped the social events we have had so far this year; Picnic at Milford Beach, Quiz Night at the Beer Spot and a Pool Night at Pool and Blues. These were all fun events, but unfortunately only about 6 people attended each. We know how busy everyone is, and it is always difficult to find a date/time that is suitable. Considering this Cathryn suggested reducing our social events to a couple a year rather than once a term.</p> <p>The next event planned will be our final one of 2024, close to the end of term 4. Jodie suggested everyone should just come and help make sandwiches, as it is very social and lots of fun!!!</p> <p><b>Meeting closed at 8.13pm</b></p>		
<p><b>PTA Meeting Dates:</b></p>	<p><b><u>Meeting Dates for 2024</u></b></p> <table border="1" data-bbox="418 1335 1417 1423"> <tr> <td>Monday 9 September</td> </tr> <tr> <td>Monday 21 October</td> </tr> </table>	Monday 9 September	Monday 21 October
Monday 9 September			
Monday 21 October			
<p><b>Other Dates</b></p>	<p><b>In Zone Interviews 13 August</b>  <b>Out of Zone Interviews 20-21 August</b>  <b>Father Son Breakfast 29 August</b>  <b>Music and Drama Fundraiser 5 September</b>  <b>Scholars Breakfast 25 September</b>  <b>Prefects Dinner 22 October</b>  <b>Music Dinner 24 October</b>  <b>Sports Dinner 30 October</b>  <b>PTA Staff Thank you Morning Tea 7 November</b>  <b>Graduation Dinner 29 November</b></p>		

**Westlake Boys High School PTA**  
**Treasurers Report 4 August, 2024**  
For the period 7 June - 4 August, 2024

Opening BNZ balance as of 7 June, 2024 \$2,211.26

**Income during the Period:**

**Expenditure during the period:**

PTA Meeting Refreshments - C Smith	\$41.15
Open Evening, In and Out of Zone Enrolment Days	\$203.92
Parents Evenings (May)	\$68.40

Closing BNZ balance 4 August, 2024 \$1,897.79

**WBHS PTA Second-Hand Uniform Shop – 5 August 2024**

**Financials**

Opening balance 31 May 2024: \$42,107.72

EFTPOS: \$3,195  
 Direct Deposits: \$565  
 Cash Deposits: \$665  
 Reversal - incorrect bank account (May payments): \$22.75

Total Deposits: \$4,447.75

Paymark Limited: \$43.48 (21.74 x 2 months)  
 SmartPay NZ: \$82.68 (41.34 x 2 months)  
 Hand Me Round Fee: \$130 (\$65 x 2 months)  
 Payment to sellers – April: \$958.75  
 Payment to sellers – May: \$2,931.50  
 Payment to sellers – June: \$1,043.25

Total Withdrawals: \$5,189.66

Closing balance 31 July 2024: \$41,365.81

Closing Balance (31/07/2024)  
 41,365.81 CR

### **Payments**

	<b>2024</b>
January	\$ 5,483
February	\$ 11,222
March	\$ 2,291
April	\$ 959
May	\$ 2,909
June	\$ 1,043
	\$ 23,907

Estimated July payments -\$1,303.25

Currently 55% of sales

### **Sales**

	<b>2024</b>	<b>2023</b>
May	\$ 6,560	\$ 3,615
June	\$ 1,865	\$ 2,920
July	\$ 2,165	\$ 2,020

2023 YTD July: \$39,135  
 2024 YTD July: \$43,644  
 \$4,509 ahead of last year