

WESTLAKE BOYS HIGH SCHOOL PTA MEETING

Monday 11th August 2025 7.00pm Staffroom

Present:	PTA President Jodi Peters, PTA Vice President Luana McVeigh, PTA Treasurer Cathryn Wilson, PTA Secretary Lizzie Pike, Donna Wilson, Brigetta Stephenson, Hellen Liu, Chhaya Patel, Christina Smith, Camille Smith, Cindy Zhou, Danielle Grant (BOT representative), Shannon Blanchet, Mel Cadman, Teresa Norris, Juanita Fordham, Tali Attwood, Naomi Neera, Imogen, Elaine Wong.
Apologies:	<p>Lucy Yang, Brenda Lam, Kirsty Nankervis, Rebecca Henderson, Sarah Beaman, Vid Kulkarni, Raakhee Rahman, Shireen Swart, Gabriela Mercado, Tong, Tracey Brown, Kavitha Sadasivam, Madelein Zwonnikoff, Emily Zhou, Caro Keenan, Georgia Burt, Amrita Sahay, Janet Cheng, Pete Dennis, Dora Yang.</p> <p>In future, please email apologies to PTASecretary@westlake.school.nz, do not use the Whats app please so I can add your apology to the minutes</p>
Minutes from Previous Meeting:	Moved: Luana Seconded: Naomi
Matters Arising:	n/a
Correspondence In/Out	n/a
Financial Report:	<p>Cathryn Wilson presented the financial report as per attached document. Opening balance of \$1257.46, purchases of 216.04, consisting of reimbursements and water cooler service, Charities filing fee and bank fees + Interest earned. Closing balance of \$695.97 as at 10/8/25.</p> <p>Moved: Chhaya Patel Seconded: Mel</p>
Secondhand Uniform Shop Report:	<p>Juanita and Brigetta presented the Secondhand Uniform shop report. Sales for June/July is \$5061.82. Balance is \$63869.04 in account.</p> <p>Stocktake done in school holidays. Stock levels are appropriate, still an abundance of shorts. Some items were missing so those people were paid out, hence slightly higher payments to sellers this period.</p> <p>*** Scanner gun is missing, if anyone knows where this is, please let Brigetta or Juanita know.</p>

	<p>We need more volunteers for the WBHS Second Hand Uniform Shop, especially on a Friday. This is the sole source of income so it's really important to volunteer. Elevate Students in year 11 could potentially do this. Brigetta will contact the teacher in charge to arrange this.</p>
<p>General Business:</p>	<p>Lost Property</p> <ul style="list-style-type: none"> • Un named and damaged/broken uniforms are in abundance and the volume is too much for the school to handle • PTA to take responsibility of the lost property • Suggest resurrecting the "Sewing Circle" and taking this job back off the school who are doing this at present. • Suggest naming the items as they are sold • Rub a dub pens have been purchased x3 • Iron on name labels to be added in the sewing circle <p>Lizzie to ask Andrew Ross-Thompson to add a reminder to the GBS asking parents to name their child's uniform.</p> <p>SHUS to open one Saturday a month (3rd Saturday ??), and simultaneously do the sewing circle. SHUS to purchase an iron and ironing board, Lizzie to arrange this on Wednesday.</p> <p>Gazebos</p> <ul style="list-style-type: none"> • Gazebos have arrived. They look fantastic and have already been used by the school • Going to be set up as a bookable resource • Suggestion to use it at the 1st XV Final this weekend at North Harbour Stadium 😊 <p>Zen Garden Area</p> <ul style="list-style-type: none"> • Work in Progress • This is a green space area where P1 is • Concept and drawings not yet signed off, costings TBA • Plan for it to be usable this time next year <p>Term 3 Social Event</p> <ul style="list-style-type: none"> • Comedy Night at the Classic • Tuesday 16th September – doors open at 6.30pm • \$40 tickets, fundraising for Multiple Sclerosis • Please join Jodie, Cathryn, Brig, Rose and Chris for a fun night out • www.kiwiticket.co.nz for tickets • It's also Jodie's big birthday 😊

	<p>WBHS Events</p> <ul style="list-style-type: none"> • Thank you to all those who helped out at Grandparents Day! Chhaya, Chris, Gabriella, Isabelle, Katie, Imogen, Cathryn • 230+ In-zone interviews took place, thank you to who helped out. Chhaya, Donna, Isabelle, Caro, Hellen, Vid and Jodie. • Sandwich making evenings – next one on Tuesday 19th August • Scholars Breakfast – Wednesday 27th August – 6.15am - 8.30am, need 4 volunteers please! https://signup.com/go/rnAVeiU • Father and Son Breakfast – Thursday 18th September, tickets not yet on Sale, Volunteers are sorted, thank you so much! <p>“Thank the Staff” Morning Tea - Thursday 13th November</p> <ul style="list-style-type: none"> • There are approximately 250 staff and the PTA have been doing this for the past 3 years. Luana has been chief organiser, but she will be leaving us after this year so needs a shadow to learn the ropes. Preferably someone who will be with the PTA for a few years, perhaps with a year 9... Please chat with Jodie. • Commitment of the Monday 10th November in the evening and Wednesday 12th November all day til late. • Luana to advise how many other volunteers are required at next meeting. • All families/whanau are encouraged to donate a gift or food for the morning tea, however, the PTA can top this up if required.
PTA Meeting Dates:	<ul style="list-style-type: none"> ★ Next PTA Meeting – Monday 8th September ★ Last PTA Meeting for 2025 – Monday 13th October
Other Dates	<p>School Closed – Friday 12th September End of Term 3 – Friday 19th September Sports Dinner – Thursday 30th October Staff Morning Tea – Thursday 13th November Graduation Dinner – Friday 28th November</p>
Meeting Close	8.29pm