

**Date:** Tuesday 28 July 2015

**Location:** Staff Lounge

**Time:** 7 pm

**Present:** Bruce Topham, Clare Miller, Jackie Hill, Angela Gare, Penny Wilson, Sue Leigh, Olivia Skene, Jeneane Jefferson, Janine Allingham, Kim Williams, Andrea Vercoe, Sarah Armstrong, Elizabeth Cooke, Juliet Pullar, Fiona Kay, Francesca Brown

**Apologies:** Lauren Moore, Cheryl Etheridge, Leigh Hurford, Karen McNicholl

## 1. General Business

### Minutes of previous meeting held 16 June 2015

Approved true and correct

Moved: Kim Williams    Seconded: Andrea Vercoe

### Correspondence

Bank statements

National Pen Company

### Financials

Andrea Vercoe presented accounts. \$585 from Entertainment Book, \$1,139.40 Sausage Sizzle main items. \$20,000 loan to be transferred from Carnival account to PTA account. (cheque for \$20,000 handed to PTA) Money approved at last meeting has not been spent. Paid \$51.11 to Charities service for annual return.

Moved: Juliet Pullar    Seconded: Penny Wilson

Bruce Topham – Monies approved at last meeting

At last month's PTA meeting, attended by Gavin Burn as the school representative, the PTA approved \$65,000 to be used for the New Entrant Playground and for the marking of the dual purpose netball and basketball courts and vandal proof hoops.

Bruce said he had discussed this outcome with Gavin and wanted to review how the money is to be spent, Bruce wants to use the money instead to partially fund the projects so that he can apply for grants for additional funds towards these projects and allow the money to go further. This would cause a delay to the projects, possibly up to and exceeding 4 months, depending on when the school hears back from grant applications.

Bruce showed the PTA a presentation for New Entrant Playground which will have two areas and consist of various playground equipment, including the refurbished old new entrant playground, as well as outdoor battery operated piano and drums provided by Play Co. Bruce advised that this was provisional as he had yet to show this presentation to the teachers, which he was planning to do at the Staff Meeting on Wednesday 29<sup>th</sup> July.

The cost of the New Entrant playground with the additions is now over \$60,000 and Bruce wants to use some of the monies approved as funds available when applying for grants so that the money goes further. He wants to take the PTA \$65,000 and turn it into the \$108,000 to cover this cost, the cost of the outdoor hoops and court marking, and additional indoor basketball hoops for the hall.

Bruce said that he would like to use part of the \$65,000 PTA funds and apply for community grants to fund indoor basketball hoops for the hall, these hoops would be able to be 'wound/winched up' when not in use. Bruce was keen to get a Basketball League up and running in Halswell on one or two nights a week.

The issue was raised as to why the lines for the outdoor netball and basketball areas had not yet been marked out. Bruce advised that the court markings were to be done as part of the contract with Naylor Love, but they have outsourced this work to another contractor and there have been continual delays. The PTA emphasised to Bruce that they see the marking of these courts as a top priority as they would be used by all students for both play, and as teaching spaces for outdoor games, fitness etc. Clare asked Bruce if he could get everything lined up and the courts marked as a priority so that when the grants became available the school would be able to proceed immediately. It was suggested that the Year 5 – 8 children are missing out by not having courts or some form of playground, Bruce didn't feel this was the case and mentioned that the school has now provided netball hoops (concrete in tyres).

There was discussion from parents regarding some playground issues where the children, in particular girls, have nothing to play on other than a climbing net and creating games is causing some social interaction issues, it was thought this might be occurring at different age levels.

It was suggested as an interim measure perhaps the PTA look at funding a 'monkey bars or jungle gym' as that is a very popular piece of play equipment - Bruce was not sure what had happened to the old equipment that the school had. Clare asked for anyone to come forward with ideas for lesser value things the PTA could perhaps look at funding in the meantime. There is an engineering firm based in Christchurch who manufactures Monkey Bars/Jungle Gyms.

Parent at school is going to assist with other grants the school can apply for as well as Air Rescue, Southern Trust. Clare asked for a time frame – various trusts have different time frames but it is likely to be 4 months before school finds out if grants have been approved. Bruce was asked by the PTA to use the Grant process with the shortest turnaround time to fund the 3 outdoor courts and 6 hoops.

The motion was put forward to reverse the \$65,000 approval for funding the reinstatement of the refurbished New Entrant Playground and funding court markings on three courts and 6 vandal proof dual purpose hoops. Bruce wanted approval for proceeding on the basis that any grants received

would be topped up by PTA money up to \$65k. Clare pointed out that the school would need to approach the PTA again when their grants/funding is in place but if this took a prolonged period of time and the PTA was approached to fund alternative worthwhile causes they would look at doing so. Although the PTA made it clear they would have preferred the initial projects to go ahead, they understood Bruce's rationale and passed the motion.

Moved: Olivia Skene    Seconded: Janine Allingham

Toilets – issues surrounding toilet cleanliness and children not wanting to use them, or going to find a clean toilet, or not drinking to avoid going to the toilet. Some children had been 'fobbed off' when trying to report unclean toilets to staff. Bruce unaware of any issues but will follow up with Susan as to cleaning schedule. He also said he had made a promise that any reports of uncleanliness would be responded to immediately and he was going to follow this up.

Currently there seems to be a lot of illnesses spreading around the school. Bruce was asked if the school was cleaning all door handles and surfaces daily to help stop the spread, and if all the shared laptops, ipads and touchscreens etc were being cleaned each day. It was mentioned in particular with children sneezing over them, or using them with dirty hands etc. Bruce to follow up and report back to PTA.

Stones on courts is an issue, particularly when courts are marked and used for netball, it is dangerous as a child's foot can go out from underneath them if they land on stones. PTA thought sweeping before use not a practical solution and suggested netting over the top of stones in the meantime (frost cloth, or cloth put over grapes to stop birds eating) might be a solution until such time as the plants grow.

Storage of Sports and Choir uniform – request by PTA to use some of the moveable shelving behind the tech room. Bruce agreed and said PTA could use until told otherwise. Jackie to organise.

Fundraising update

Tuckshop – Janine and Jeneane had meeting with Bruce and Gavin to rewrite survey which is to go out to all families via school notices on Friday, asking such questions as what they would purchase, how often etc. Hope to be back up and running with tuckshop by the end of the term. Report back to PTA at the meeting on 8<sup>th</sup> September. Bruce has ordered the bench, no timeframe for delivery. The top is the same as the benches and it has a cash drawer and cupboards.

Olivia brought up the issue of the obesity epidemic and issues with school canteens contradicting what the school teaches in the way of healthy eating. To reward children with tuckshop that is high fat/high sugar may give children mixed messages. She would like to see a healthy snack tuckshop only as has been implemented by several other schools. She pointed out that children would choose something they don't normally get in their lunch box. Need to look at profit margins/cost, what extra input is required, extra parents etc. Francesca thought that the tuckshop should be made an education tool to teach children about good food choices. She would also prefer to see no packaged items due to waste. Francesca suggested a 'traffic light' system red/orange/green to make it simple for children to make good choices. Janine and Jeneane said they are coming from an allergy perspective, and want to stock foods for all. They plan to do preorders only initially with no window sales. Surveys to be completed by parents and children in the class.

Olivia to research and report back how other schools are running healthy canteens and sourcing and costing healthy food options and the logistics of doing so, whether they run canteens daily or once a week, paid staff or volunteers etc. To report back to PTA 8<sup>th</sup> September. She feels healthy food had a better outcome for health and concentration in class.

Bruce said the primary function is education and let's start down this pathway. Suggested PTA look at getting speaker in on nutrition and healthy lunchbox ideas etc

Coffee Machine – waiting on joiner stage. Bruce is to organise a joiner to measure and provide quote. Once this is done the plumber and electrician will be booked. Francesca brought up disposable cups and that they are not able to be recycled. Leigh has advised that L'Affarre said that the cups were recyclable but will follow up. Francesca suggested using mugs – not practical, no dishwasher only steriliser so cups would have to be washed by hand first. Leigh has samples of refillable cups that will be sold as a fundraiser with first hot drink included in the price. Francesca would like to see a focus on moving away from recycling.

Cookbook – next meeting 11<sup>th</sup> August 118 William Brittain Ave. Invited any interested people on the PTA to attend. We need more people to help find stockists, assist with promotions and marketing. Xmas push to be started August/September.

Quiz Night – 14 August to be cancelled due to the amount of other fundraising this term in particular the China/Korea Trip, Calendars and School Production. Reschedule for Term 2 next year.

Moved: Angela                      Seconded: Juliet

Carnival - \$31,000 profit to go to the PTA. Rock Candy and tea towels still to sell. Brent Crammond sent letter to committee thanking them for all their hard work and said what a wonderful day. Loan from PTA of \$20,000 paid to PTA by cheque

Calendars – Paper is with teachers ready for the artwork. Order forms go home this term. Thanks to Cheryl for organising.

Speakers – Speaker on anxiety next PTA meeting at 7.30pm. Limited to 20 people. Suggested opening to PTA members first as they will be there for meeting and then advertised in school for the remaining spaces. Speaker happy to return for another session at a later time.

Barn Dance/Ceilidh: Term 4 fundraiser, some members of PTA unsure. Fraser Malins had one for his 40<sup>th</sup>, Angela to follow up on how to organise etc and what was involved. Will be a lot of fun. Suggest when notice goes on school links we put a you tube link so people can see. Angela has attended three – lots of fun. Something different – great chance for group of friends to come along. Decision to be made on whether this will be adults only or family event. Offers to help on organising committee Jackie, Clare, Angela, Olivia, Sue, Penny, Juliet

Picnic – Term 1. An old fashioned family fun day school picnic to be held in the Halswell Quarry in Term 1. Jackie to investigate booking picnic area with council. Plan is to have running races, tug of war, maybe races with a buddy etc

AOB

Communications strategy – held over until next month due to Lauren Moore not being at meeting

Entertainment Books – All sold. Awesome job and well done to Sarah Armstrong and Deb Smail

Next meeting 8<sup>th</sup> September 7pm, with speaker on anxiety in children to follow at 7.30

Meeting closed 9.25pm