

**Russell School**  
*'Progress through partnership'*  
**PTFA Meetings 2019**



**Wednesday 20 November 2019**

Start: 3.20pm

**PRESENT:**

- Kirstine Hogan, Bronwyn Fulton, Alex Fiammazzo, Eveleen Pausma, Melissa Jackson, Karen Young, Claire Pearson, Lara Tauri

**APOLOGIES:**

- Linda Worthington
- Tracey Cadogan

**Chairperson** - Kirstine Hogan

*THAT the MINUTES of the PTFA Meeting held 16 October 2019, 30 October 2019 are a true and correct record of the meetings.*

Moved: Melissa Jackson, Seconded: Bronwyn Fulton

**Matters Arising:**

- Photo was taken of the BBQ at the Garage Sale and needs to be sent to Gilmores... to say thank you. Send photo to Alex and she will deal with forwarding.
- Cake Boxes - do we think that the cake boxes are a good thing?? Will try a few more times and revisit at a later date as we have quite a few boxes still left that can be used. Cake stall made \$385.00 at the Garage Sale 😊
- Ladies from Op Shop volunteer their time for the Garage Sale.

**Finance Report:**

- Flower Show - \$252.00
- Garage Sale - \$5515.82 less \$1722.92 = \$3792.90. Great result given we had very few items of any worth to sell this year.
- Concern about Fruit and Breakfast Club accounts ... these need to be separated and clearly written on receipts, receipts need to be separated out at purchase - and what they are for written on the pink slip - then handed to Lara so she can give info to Claire so a correct balance for fruit cost and breakfast can be calculated.
- Concern about cost of breakfast club ... breakfast club was not supposed to cost anything.
- PTFA have increased amount of fruit so that children get bigger pieces of fruit.
- The bigger bills in winter - maybe due to hot lunches?
- Who has the right to use the PTFA accounts at the 4 Square? PTFA should know who puts items on accounts.
- Kirsten / Claire need to have a conversation with the persons concerned and find out who goes to 4square and who collects the receipts and returns them to Lara to keep for PTFA meetings / Claire.
- If the breakfast is weetbix and milk then this should not cost the PTFA anything. Children do not need to have fruit in the morning with breakfast.

- Toast happened due to left over bread... left over eggs ... once these things are finished they do not get any more.
- Term One we will have the weetbix and milk only for breakfast.

*MOVE THAT we only have weetbix and milk for breakfast ... 1 x plate of fruit for interval per day as from next week ...*

*Moved: Bronwyn Fulton, Seconded: Karen Young*

*MOVE THAT Financial Report for Russell School PTFA - as at 18 November 2019*

*Moved: Kirstine Hogan, Seconded: Melissa Jackson*

*MOVE THAT \$10,000 is put into a high interest account in ASB deposit account for 3 months.*

*MOVED Claire Pearson, Seconded: Kirstine Hogan*

### **GENERAL BUSINESS:**

**De Brief ....**

**Flower Show:**

- Profit \$250.00 - food was free - time and energy of the persons involved - gas for BBQ
- Next time go in front of the Town Hall, or find a better location ...
- Old persons enjoyed that it was Russell School

**Garage Sale:**

- We did well given what we had to sell ... great team effort!
- Next Garage Sale will be held in Term One 2021 ... we will let the community know ... a lot happens in Term Four in the Bay of Islands area.

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**Next Year:**

- Wharf Sports - Term 1 : Cake Stall, Raffle, BBQ
- Map-a-thon - Term 2/3
- Book Fair - Term 2/3
- Adult Activity ... PTFA can come up with an idea and organise it. E.g. Quiz Night, Casino Night etc. Probably Term 3 ... ?
- Raffles - have a raffle table at all events = Book Fair, Wharf Sports etc.

**Money:**

- We have a falling roll ... transient population
- 4.87 teachers will be paid for through Ministry Staffing but the school would like funding for up to 5.0 which will cost \$12,000.
- If we top up to 5.0 we can have a music teacher on site during term 3 & 4 ... and Kapa Haka throughout the year, as these were identified wants from the school community.
- Because we will be doing new events next year the PTFA not sure how much money we can make in 2020.
- Concert or exhibition of children's ARTS (visual, music, drama, movement) activity that parents can pay to go to / and or buy?

- Need to tighten up costs for fruit / lunches ...

*MOVE THAT \$6,000 is put towards teaching costs for the first half of 2020, then a further installment in early 2020 for the remaining \$6,000.*

*Moved: Bronwyn Fulton, Seconded: Karen Young*

#### **Resignations:**

- Tracey and Kirstine will resign from the PTFA as from this meeting ... this is not to say that they will not be available for helping but not be fully involved with the organising anymore ... Kirstine = work commitments, Tracey = family commitments.
- **HUGE THANK YOU** to both Tracey and Kirstine for their time and effort on the PTFA.

#### **School Garden:**

- All worm wee money goes back into the garden coffers
- Garage Sale garden stall made \$117.50 - this money went back into the school garden money.

***Meeting finished - 4.30pm***

#### **Next Meeting:**

- **Will be decided at beginning of 2020 - to organise fund raising for TERM ONE, 2020.**
- **Information to be out out to ask for more parents to join and attend meetings before the end of the year, in preparation for next year.**

Minutes – Eveleen Pausma

