

Bucklands Beach Primary School

PTA Minutes - Tuesday 14th August 2018

Contact PTA: bbppta@gmail.com

Meeting Opened: Chaired by Philippa Boyes at 1.45pm.

Present: Anna Watson (Secretary), Philippa Boyes (BOT), Kelly Slater-Brown (Principal), Belinda Manion, Madelein Smit, Sarah Harrison, Tracy Carter, Steph Carter and Candice Band.

Apologies: Rachel Penney and Helen Di.

Approval of last minutes: Approved and signed by Carole Crompton and Madelein Smit.

PTA Update:

Second hand Uniform Shop:

- Awaiting feedback from BBI (Sarah Owen) and Mellons Bay (Anna) to see how they run their shop.

PTA Vacant Positions

After our last meeting it was decided to split the Chairperson's role. Following on from the survey sent out to the school we changed our meeting times to **1.45-3pm on the first Tuesday of every term month**. As a result there were some new faces at our meeting and some of the newly created positions were filled.

- **Events and Fundraising Organiser** - this role leads a group of helpers, parents and PTA members who organise fundraising activities - Candice Band and Steph Carter have kindly volunteered to take on this role.
- **Communications** - this role a) is the first contact person and caretaker of all parent involvement with PTA events and activities b) establishes communication channels relating to the PTA - Tracy Carter has volunteered to take on this role.
- We are still hoping to fill the **Chairperson role**, will advertise in next newsletter, it's a smaller role now that the other roles have been split off and filled, basically running meetings and liaising with the other roles to make sure the PTA is running smoothly and on track.

Whittakers Chocolates Update:

- Last payment coming through this week.
- All chocolate has been sold!

Entertainment Book and Vegetable bag flyer and helpers needed:

- Flyers have been created to distribute around the peninsula. Volunteers at the meeting have collected all the flyers to help distribute.

Treasurers Report:

Treasurer's Report - 14th August 2018

Bank Balances as at 31st July 2018

Cheque/00 account	\$ 24,222.47
Savings on Call/50 account*	\$ 16,555.33
Savings plus/51 account**	\$ 101.12
Total Bank Accounts (incl enviro)	\$ 40,878.92
Enviro funds available (reserve)	\$ 2,561.89
Total Bank Accounts (excl enviro)	\$ 38,317.03

Banking since last report 30th June 2018

Whittakers chocolates	\$ 214.00
Vege bags	\$ 150.00
Year 6 Ice block sales	\$ 217.00
Sausage sizzle (31/07)	\$ 603.00
Entertainment Book	\$ 70.00
Total Banking	\$ 1,254.00

Payments approved since last report 3rd July 2018

P Boyes - Sausage Sizzle (Student Council) 31/07	\$ 85.00
J.K Riach - Pot Plants for around the school	\$ 38.09
P Boyes - Sausage Sizzle (Enviro) 4th Sept 2018	\$ 17.50
P Boyes - PTA cost (serviettes and paper towel)	\$ 12.00
Total Payments approved since last report 3rd July 2018	\$ 152.59

Payments to be approved tonight

None	\$ -
Total Payments approved tonight	\$ -

Profit on fundraisers (year to date for 2018)

Whittakers chocolates	\$ 11,084.61
Sausage sizzle - 6/3, 31/3, 21/5, 5/6, 26/6, 31/7	\$ 2,873.02
Family Fun Night	\$ 4,104.47
Second Hand Uniform Shop	\$ 4.90
Mufti Day (Term 1)	\$ 373.00
Entertainment book	\$ 210.00
Vege Bag	\$ 39.39
Easter Raffle	\$ 206.02
Shoe Labels	\$ 145.00
School Disco (Term 2)	\$ 2,427.27
Total Profit (year to date)	\$ 21,467.68

Upcoming PTA Events - Term 3:

Abacus Calendar Art

- Anna to give Kelly art paper to give to the teachers.
- Kelly to ask teachers if all artwork can be finished a few days before the end of term 3.
- Order sheets to go out first week of term 4.

Beef Jerky

- We are waiting to have confirmation from the supplier as to whether he wants to go ahead with the pre-order option for the beginning of Term 3

Spell-a-thon

- The date has been set for Words and Explanation to go home on the **20th August**
- Testing on the **7th September**.
- There will be two prizes a) to the class that raises the most sponsorship money and b) the class that answers the most questions correctly. Both winning classes will have a "pajama and pizza day"

Sausage Sizzles

- **4th Sept** - Enviro Fundraising

Raffle Term 4:

- We are going to do a raffle early in term 4 - 5 tickets per family at \$5 a ticket.
- Events and organiser ladies Candice and Steph to source the donated prizes.
- We will ask in our newsletter if there are any businesses out there that would like to donate a prize.
- Local travel agent to be contacted.

Howick Santa Parade:

- The PTA is looking for a sub committee to start the planning process, will advertise on facebook and school email for volunteers.
- The Student Council will be asked for their ideas and input.
- Date has been confirmed this year for **Sunday 9th December**.

Mufti Day Term 3:

- Still to be arranged.

General business/other matters:

It was requested that we try and publish the PTA minutes one week after the PTA meeting and send the link out to the school with our newsletter and upcoming dates - Tracey to organise the communication.

PTA notice board

- Rachel Penney has found a notice board, needs to confirm that it will work outside and is looking into the safety glass.

Meeting closed: 3.00pm

Next meeting date: Tuesday 4th September 1.45 to 3.00pm

This is a true and accurate record of the PTA meeting held on Tuesday 14th August 2018

Approved by _____

Seconded by _____