

# Kirkwood Intermediate PTA Committee Meeting Minutes – Wednesday 30 March 2016

Meeting opened: 7.30pm

Present: Phil Tappenden (Principal), Ray Ingle (Staff Rep), Annie Carrodus, Kelly Denley, Rachel McCarthy, Fiona Riddle, Vicky Heward (Chairperson)

Apologies: Rene Connelly, Tracey MacDonald (Deputy Chairperson and Secretary), Suzy Garrick, Sandra Pringle (Friend of the PTA).

Previous Minutes: Read and gone through:

*Motion: The previous minutes be accepted*

*Moved: Annie Carrodus*

*Seconded: Kelly Denley*

Matters arising: Nil

## Chairperson's Report

It's been a very busy time since I took over from Tracy as Chairperson of the PTA. I'd like to thank the fantastic committee members and friends of the PTA who have helped out with counting chocolate fundraising money and attending the research panel at the school. I know that our time is precious in this busy life so your donation of time and energy is very much appreciated. The total amount of funds raised from chocolate sales is still to be tallied up but we should receive \$590 from the research. I have also been doing a little bit of writing to update our charity status. We will hear more about this at the meeting.

I've been told that it's almost time to start selling Entertainment Books which I understand are another one of our main fundraising projects. We can talk about this at the meeting too. Thanks for your continued support.

*Motion: The Chairperson's report be accepted*

*Moved:*

*Seconded:*

## Principal's Report

Phil read his report, main points were:

- Fundraising chocolate sales should be all finalised by end of Term 1
- Year 7 camps have finished and been successful

- There is a new appraisal system for teachers' professional development. Teachers have to renew their practicing certificates every three years. A professional development course in writing has been organised and Kirkwood will join a pod with eight other local schools.
- The Technology team has been working on 3D printing.
- New Health and Safety legislation applies from 4 April. Principals have always had good reporting systems and teachers will be following Australian school systems.
- Parent/Teacher interviews will be held in the last week of Term 1. The interviews are a good setting for teachers, parents and students to discuss progress and goals.
- A new Board of Trustees will be elected on 3 June. To be eligible you need to be nominated by a person in the electorate ie. Kirkwood or Ilam School parents.
- Phil presented the "Wishlist" of items that teachers have asked the PTA to provide funds for.

#### ***Wish List***

1. Robotics Starter Kit and Expansion Pack	\$ 936.90
2. Library Books (Extra series copies to meet demand)	\$1000
3. New bean bags for library (Two chair style and one rectangular)	\$ 483
4. Ten tracksuits	\$1237.50
5. Four Chrome books	\$1713.12
6. Working bee and money for landscaping	\$ 500

The Committee discussed the importance of each item. There was also discussion around how much money was available and planned future fundraising. It was decided that further discussion about the landscaping needed to be done before committing any money for this project. Phil will discuss with project initiator and Board.

*Motion: That the committee provides funding for wish list items 1 – 5 (inclusive)*

*Moved: Phil Tappenden*

*Seconded: Rachel MacCarthy*

*Motion: The Principal's Report be accepted*

*Moved:*

*Seconded:*

#### **Treasurer's Report**

No report was presented.

#### **Correspondence:**

In:

Letter from TechSoup New Zealand which makes donated technology available to not-for-profit organisations across the country and offers training and resources. Letter advised of their upcoming TechSoup NZ conference and invited registrations. Committee felt school is not in need of donated technology and not interested in conference.

Letter from Hoyts offering their cinemas for fundraising opportunities. The committee expressed an interest and thought school holidays might be a good time. Vicky will investigate further and report back at next committee meeting.

Letter from Aotearoa Parent and School group (formerly known as the Southern Region Parent Teacher Association) explaining they have become a national organisation and split from the New Zealand Parent Teacher Association. They have invited Kirkwood to become a member at a cost of \$50 for an annual subscription. Vicky will investigate further and report back at next committee meeting.

Out: None

#### General Business

Proposal from Anna Mary Anderson, Food Technology teacher to produce a school cookbook for sale end of the year. Anna Mary would compile recipes and seek sponsorship but will need around \$3,000 to produce 500 copies of the cookbook. These would be sold for around \$15 each with profits donated to charity.

Fiona explained that her partner (Joseph) is a professional photographer with experience in food photography and offered his help with the project.

The committee decided the idea had merit and is interested in discussing it further. Phil will report back to Anna Mary.

The upcoming visit from John Parsons was discussed. John will talk to students and parents about cyber safety.

*Next meeting to be held Tuesday 24 May 2016 at 7.30pm*

*Meeting closed at 8.10pm*

Signed: VJ Howard ..... Chairperson

Date: 24/5/16 .....