

Kirkwood Intermediate School PTA Meeting

7.30pm Wednesday 12 October 2016

Staff Room

Meeting opened: 7.30pm

Present: Phil Tappenden (Principal), Ray Ingle (Staff Rep), Vicky Heward (Chairperson) Fiona Riddle (Treasurer) Kelly Denley, Rachael McCarthy.

Previous Minutes 14 September 2016: Read and gone through:

Motion: The previous minutes be accepted

Moved: Kelly Denley

Seconded: Phil Tappenden

Principal's Report: No report was required

Chairperson's Report: No report was required but Vicky thanked Fiona and the rest of the team for the fantastic response they had received for quiz night items.

Treasurer's Report: Not required

Matters arising:

1. Quiz Night Monday 21 November, 7.30pm The Rock, Rolleston

Fiona has a long list of items provided by the school community and local businesses. This is a fantastic effort. She will provide the list to Vicky who has taken the items home to package and sort into prizes/ raffles. A 'wrap and chat' afternoon will be organized pre-Quiz to get all the items looking good for the event.

It was suggested that Paper Plus may be willing to donate some raffle ticket books. Fiona will follow this up. Vicky is to ask Wigram Skies businesses if they can donate items.

2. End of year disco

Phil requested a change of date for the event due to conflicts with other events. The new date for the disco is Friday 25 November – same week as the quiz night. Vicky has purchased some extra glow items for sale at the event.

Motion: That Vicky Heward be reimbursed \$19 for these glow items.

Moved: Phil Tappenden

Seconded: Rachael McCarthy

Vicky will contact Carol Lloyd to follow up photo booth idea. Phil will contact the entertainer to make sure this date is available.

Correspondence

No correspondence was received or sent.

General Business

- New Parents' Night Wednesday 16 November.

Phil asked for assistance from the PTA for help with this event. The PTA will provide a light supper (Vicky will ask Annie to supply slices) and be on hand to talk to parents and serve tea and coffee. Kelly is unable to attend but the other members may be able to. Vicky will send out an email asking for help.

- Santa Parade 4 December


Kirkwood Intermediate provides carparking for the Santa Parade that starts in Riccarton Road. Usually \$5 is charged per car. He needs at least three helpers from 12.30pm until after the cars have left onsite.

As the cars will be parking on the school field parking will only be offered if it is not raining and the grounds are dry.

Vicky will send out an email confirming helpers.

Next Meeting: Wednesday 2 November 2016

Meeting closed at: 8.20pm

Signed: Chairperson Date: 