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| Date:  | 22 July 2020 | Time: | 7.30pm  |
| Location: | **Te Totara Primary School staff room** |
| Present: | Moshe, Kerrie, Rilesh, Julian, Fiona, Jo, Shelley, Anne |
| Apologies: | Kerry J, Rae, Michelle Templeton |
| Item | **Topic** | **Discussion** |
| 1 | Welcome from chairperson | Welcome to our new executive team. Thanks again to our departing executive, Fiona, Rae and Moshe. I hope the hand over of positions has gone well. I would also like to take this opportunity to thank Moshe for your time on the executive team. Thank you for being part of exec and for being our ice block king, for which we look forward to you continuing and as support on exec.We have a different year ahead and we need to bring our school community together, with a different focus than previous years. |
| 2 | Review of last meeting | Zoom meeting during LockdownDisco was cancelledPlanned an Iceblock dateSet date for AGMGood feedback from the survey of the Fun runMoved by Moshe, Seconded by Fiona |
| 3 | Correspondence | Cheesecake fundraiser cheque received |
| 4 | Finance | Report givenChange of signatories underway for ASBNew World Account has a payment to be made, awaiting signatories to be signed off on cards and then dropped into New WorldTerm deposit maturing on 7 August, decision made to wait until after the next meeting |
| 5 | School report | Update from Anne or JoBusy term ahead, Senior production in September (3 evening and 3 matinee performances).Cross country in Week 4 Cluster cross country in Week 6Learning plan interviewsBook Fair in the libraryNavigating the journey programme - zones of regulation and sexuality education |
| 6 | Past/Upcoming Events | Cheesecake Festival - cheque received, 2nd place in the competitionIce block day* Stock - arriving next week, Fiona to get chips to Moshe
* Volunteers - student leaders
* Advertising is done

Entertainment Books - ongoing, all digital now. Need to promote in newsletter on a regular basisVolunteers List - consolidate a list of all past event volunteers |
| 7 | Planning for 2020/21 | Look at what the PTA would like to achieve for 2020/21. Suggest a community focus as per constitution. Are there any projects the school would like funding for? Maybe something that's not necessarily a physical item, are there any programs as such?**Ideas so far:**School picnic/bbq gamesPTA giving back to school communityDisco  30th October (Week 3 of term 4) - Theme TBASomething at production? Popcorn? Raffles?**Thoughts for school projects are:**Memorial garden, landscaper and kids ideas into what it could look like. Shelley to speak to someone she knows who might be able to help with the landscaping planMoved to cost it out Shelley, seconded JulianOutdoor furniture - tables and chairs. Shelley moved to donate $3500 towards the outdoor furniture and friendship/buddy seat. Seconded by KerrieDigital fluency programme, for coding, Bebots and Spheros. STEM activitiesConfirmed events for 2020/2021 are:Iceblock days - 4 times in term 4 (fortnightly) and Iceblock day on last day of Term 3 - Friday 25 SeptemberDisco 30th October. 2021 - 9 April and SeptemberSpellathon - Term 2 2021Fun run type event - 12 March 2021 |
| 8 | General Business | Meeting closed at 9.12pm |
| 9 | Next meeting | Wednesday 16 September 2020 at 7.30pm in the Staff room |