



**Wellesley College Parents' Association (WCPA)
Meeting Minutes
10 June 2019
Wellesley College Staff Room, Days Bay at 7.30pm**

Association members attending	Cilla Bennett, Frances Crombie, Louise Croxford, Kate Oppenhuis, Kati Schroderus, Chloe Bridgeman, Amanda Gregan, Brendan Pitman, Rochelle Parks, Janelle Harland, Annabelle Acland, Robert Pritchard
Apologies	Bridget Hargreaves, Rachael Wilson, Rosie Torbit, Anna Sims, Emma Worthington, Phillipa Bosley

Opening/Apologies

Cilla opened the meeting and thanked everyone for attending. Apologies were conveyed. Anna Vrede was welcomed and introduced as the new co-Secretary. Anna will be sharing the Secretary role with Anna Sims and they will take the minutes at alternate meetings.

Previous Minutes review

The minutes from 13 May were confirmed as a true and accurate account. Moved by Kate Oppenhuis and seconded by Chloe Bridgeman.

Playground update

Robert Cross delivered a comprehensive presentation on plans to redevelop the playground, including an update on discussions with the council on our long-term lease of the tennis courts.

The PA and staff are encouraged to provide feedback to Robert in the first week of July. Copies of the architect's plans will be available in the staffroom and left at the office if parent's are interested to view them.

Once feedback is obtained, the plans will be revised as needed, a cost and timeline obtained with the intention of presenting to the Board in August or September.

The PA were asked to consider what to name the playground given they have had considerable involvement in raising funds for the redevelopment. There may be a requirement for more fundraising should there be a shortfall.

Robert and Brendan have been in discussions with Hutt City Council regarding our long-term lease of the tennis courts expiring in 2021. Both parties are keen to extend the lease but some upgrading of the surface and fencing will be required. Options on a mutually beneficial outcome are being discussed.

Principal's Report

Brendan presented his report which is attached as an appendix to the minutes. Some highlights to mention:

- Bully Free Week was a success, boys involved in the Kiva programme are finding it very worthwhile.
- One of our teams attending the STEM competition had a win, well done.
- The Insights Evening with Kathryn Berkett was a great success with over 130 people attending and lots of positive feedback.
- Ongoing discussions with staff on the Educational Philosophy and a Strategic Plan update.

Refer to the report for more detail.

Treasurer's Report

Robert presented the draft WCPA Income statement for 30 April 2019 to 31 May 2019.

Areas of interest to note include:

- We received a late fee notice from IRD regarding our GST payment. Robert and Rochelle are disputing this as the payment was made on time. Will advise progress at next meeting.
- The PA agreed that we will de-register for GST as we no longer expect an income for the association of over \$60,000.
- The PA continue to have a healthy bank balance. A \$20,000 balance has been retained as a float for any upcoming expenses. Cilla moved that we gift \$25,000 to the playground fund and this was agreed by all.

PA Communication

Following discussion at the last meeting, Amanda has drafted a policy around requests to the PA for funding. There was some discussion around the wording for one point, Amanda will revise this to present at the next meeting.

There has been no reply from Jeremy Field regarding our feedback with regard to his funding request for sports bags. Brendon advised this will be funded from somewhere else.

Art purchasing policy – there hasn't been any progress on this yet. Amanda to discuss with Glen Jorna. General commentary as to whether the PA and school need any new artwork as wall space is at capacity. However it is a tradition to purchase a piece from the artist in residence.

School/Foundation Events

Artist in Residence

- In term 3, we will have Natchez Hudson as our artist in residence for 3 weeks. All students will have the opportunity to work with Natchez and paint a piece for the exhibition.
- Art Week is from Monday 23rd to Friday 27th September
- Art Exhibition will be held on Tuesday 24th September. A roster of parent help has been completed by Kate Oppenhuis.

Grandparents Day

- Rosie asked for help with Grandparents day. Louise to liaise with Karen and parents to work on a roster in advance of the next meeting.

School Picnic

- Decision has been made to look at a sports afternoon or other suitable event in place of the picnic that does not add more to the workload for the teachers in Term 4.
- The idea of using the senior leaders to help plan and run the event was discussed and encouraged. More thought and planning required.

Class Reps

- Cilla had all the Class Reps remind parents of the invite to the Insights Evening. A very good response was achieved.
- Year 7 parents get together will be held 13 June.

Fundraising

Art Calendars/Diaries

- Phillipa Bossley is coordinating the Art Calendar and Diary fundraising for this year. Planning is on track and artwork created in class will be used instead of a creating new artwork to ease workload.

Fundraising opportunities

- WCPA and Brendon agreed that any external requests to use school facilities in a private capacity that require assistance from parents or staff are to be declined. It is too onerous on staff/parents to work outside of usual school hours.

Charities Office administration

- Katy Lethbridge has lodged the annual accounts and performance report with the Charities Office. These will need filing at the end of the 19/20 financial year (31 March).

Additional Business

PA membership

- It was noted that the majority of those on the PA had boys in Y7 or 8 so would be looking to move off the committee in one to two years. Brendan and Gavin were going to discuss some strategies to encourage parents of younger children to join the PA.

Meeting closed: 9.05 pm.

Next meeting Monday 5 August 2019