



**Wellesley Parents' Association (WPA)
Meeting Minutes
Monday 11th November 2019
Staff Room, Days Bay at 7.30pm**

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

Opening – Welcome/Apologies

Cilla opened the meeting and thanked everyone for attending. Apologies were conveyed.

Previous Minutes review

The minutes from 14 October were confirmed as a true and accurate account. Moved by Kate Oppenhuis and seconded by Kati Schroderus.

Principal's Report

Brendan highlighted the keys points from his Principal's report including:

- PA drinks with the Board at Dillingers were a great success. Would like the PA to consider doing this once a term next year.
- The information evenings to promote Wellesley held in Heretaunga and Karori went very well. As a result, 20 registrations were received for the Discovery Day. We will look to undertake similar evenings next year.
- Provided an art register update on behalf of Rosie. Four pieces had no financial information collected so Robert was going to find purchase documentation and provide to Rosie. Agreed that the school needed to get a valuation on the art collection for insurance purposes. Rosie to approach Francis Crombie for recommendations of an art valuer to engage.
- Sandpit – Y7 boys were surveyed and virtually unanimous agreement for a sandpit replacement. More details on this further in minutes.

- Brendan advised that the stream is causing issues for the school. Erosion has occurred at the top of the stream which Wellington Water and Hutt City Council are responsible for. School is responsible for the middle section and WW and HCC take ownership again from road to sea. There is also an ongoing issue with the neighbour regarding 1.5m of his property on which the junior school building sits. Brendan is working with the Board to understand the financial impacts of both of these issues and until resolved all work on the junior playground would need to be put on hold. PA agreed this was appropriate course of action.
- Tennis courts are to be re-surfaced in April, and include a moveable net to allow multiple use of courts at the same time. 80% of this work is funded by Wellesley and the remainder from HCC. Installing lights will be a future project.
- Finance committee are keen to undertake improvements to the recreation areas to the left of the school away from the stream. PA have been asked to consider what is needed for that area and whether further fundraising is required.

Treasurer's Report

Robert presented the draft WPA Income statement for 1 October 2019 to 31 November 2019.

Areas of interest to note include:

- Term 3 levies have been received but we continue to chase Term 2 and Term 4 levies. Robert will follow this up.
- Asked for any outstanding receipts for the disco be sent through please. Disco a great success and good money made for PA.
- Sports Day also a great initiative that only cost \$300 so well worth doing each year.
- De-registering for GST letter has been sent in to IRD. We have an outstanding amount of \$912.50 in GST to be paid soon.
- Only one more payment run to be made before the end of the year.

PA Communications

Art purchasing policy is a work in progress

- Update from Brendan on this. Rosie has made excellent progress.
- Four pieces have no financial information so Robert to find purchase documentation and provide to Rosie.
- Some artworks and the piano require plaques. A decision on the placement of plaques will be made by Glen.
- Agreed that the school needed to get a valuation on the art collection for insurance purposes. Rosie to approach Francis Crombie for recommendations of an art valuer to engage.
- Amanda to provide update on Art Policy for our first meeting of 2020.

School/Foundation Upcoming Events

House Day

- After discussion with the staff, the House Day is to be deferred to Term 1 2020.
- No date has been agreed but hoping to set this with Brendan by the end of Term 4.
- Brendan suggested the Y8 boys should help organise these and run them every term.

Athletics Day

- These were a great success, enjoyed by students and parents.
- Ice blocks and sausages well received and only a minimal cost to fund.
- Any costumes no longer needed are to be kept for future days.

WPA Social Event

- PA and Board parent drinks a big success. PA don't feel providing free drinks is necessary, most parents happy to buy their own and keep funds for the school. Frances to discuss with board.
- Look to hold these drinks every term. RSVP is required for numbers guidance but also encourage people to turn up on the night if they can.

Junior School Disco

- Big thank you to Kate Oppenhuis for her hard work organising this. Rosie was an excellent helper for organising but any future events require help from Junior School parents.
- It was also agreed that if the PA funds the disco (junior and senior) then they will organise it all.
- A sub-committee is needed to run these. We shouldn't need to ask teachers to help. Kate noted that the junior teachers were excellent and stayed to clean up which was much appreciated. Kate also thanked Bridgette for her help on the night.
- All Class Reps were asked to send out comms to junior parents asking for help but PA unsure if this happened. This needs to happen to ensure help from parents happens.
- Suggestions for future discos is to start junior one earlier. Ticket sales (online system) to be handled by Treasurer.

Class Reps

Class Reps are needed for 2020

- Louise to make a call for 2020 class during Term 4. A group of class reps will then be formed for 2020.
- Janelle has agreed to be the Class Rep Co-ordinator for 2020 but a representative needs to come from the Junior school as well.

Fundraising

Art Calendars/Diaries

- Details on how to order have gone out in the school newsletter and via a note to all boys.

Additional Business

Sandpit

- Brendan said they are discussing with students about the location of the sandpit.
- The PA are funding ½ the cost of the development and installation of the sandpit.

Mother/Son tennis

- Has been planned for 22 November by Bridget Hargreaves.

BBQ

- Current BBQ is broken. Robert seeing if Bunnings will refund as only a year old. He will also investigate replacing it with a larger model.

Events for 2020

- Agreed that we'd look at hosting/helping at the following events for 2020:
 - Picnic/fun day - term 1
 - Parent/BOT drinks – every term
 - Junior Disco - May/June
 - Cross Country and Athletics – have BBQ and iceblocks
 - Grandparents Day
 - Pre-production drinks
 - House Days – one per term.

Resignations

- Annabelle Acland, Louise Croxford and Rochelle Parks all resigned from the PA. We thank them all for their lengthy service and contribution to Wellesley.

AGM

- To be held 23 March 2020.

Meeting closed: 8.55pm

Next meeting Monday 10 February 2020