



**Wellesley Parents' Association (WPA)
Meeting Minutes
Monday 10th February 2020
Staff Room, Days Bay at 7.30pm**

Association members attending	Cilla Bennett, Kate Oppenhuis, Brendan Pitman, Rosie Torbit, Robert Pritchard, Frances Crombie, Amanda Gregan, Anna Sims, Ding & Shuai Yu, Mel Main
Apologies	Chloe Bridgeman, Emma Worthington, Janelle Harland, Anna Vrede, Kati Schroderus, Bridget Hargreaves, Phillipa Bosley, Rachael Wilson

Opening – Welcome/Apologies

Cilla opened the meeting and thanked everyone for attending particularly new parents Ding and Shuai Yu and Mel Main. Apologies were conveyed.

Previous Minutes review

The minutes from 11th November 2019 were confirmed as a true and accurate account. Moved by Kate Oppenhuis and seconded by Frances Crombie.

Principal's Report

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

- The year has started very well and it's great to have the boys back.
- Staff days held before the boys returned were highly productive. This year's focus throughout the school is wellness, mindfulness and partnerships and the staff have created a new programme which will be included in the daily timetable.
- Looking forward to new parent drinks, the Information Evening and In Class meet the teacher on Tuesday 11th February. Parent Engagement Meetings are set to start in week 3 on Monday 17th of February.
- Outdoor projects including the new sandpit have the green light from the Board but where the pit will be located will be decided once other environmental issues are resolved.
- 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.

Treasurer's Report

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

Areas of interest to note include:

- All 2019 levies are paid.
- The disco made \$380 profit. It was agreed to do it again.
- With all GST payments having been made, De-registering for GST letter has been sent in to IRD. The PA does not turn over enough annually so it has been decided to de-register for GST.
- Waiting for the money to come through from the Art Calendars. Robert suggested future PA activity making sales, all transactions should go through the PA.
- Robert will return the BBQ to Bunnings and get something compact ready to go for Sunday Funday.

PA Communications

Art purchasing policy is a work in progress

- Amanda provided an update on the proposed Art Purchasing Policy and the new art register was a good reference for discussion.
- Cilla proposed that the school may wish to manage and be responsible for the Art Purchasing Policy and Register. The school owns the art so Brendan suggested that the Board owns and completes the policy. PA can then use it as a reference and guide for future purchases.

School/Foundation Upcoming Events

House Day

- House Days are planned for each term. Term 1 House Day is set for Monday 17th February. Cilla to check with Steve whether any help is needed.
- The PA suggested they could help staff run games on the day and organise students to make their house banners.

- PA happy to provide ice blocks if PA are needed to help.

Sunday Funday

- This is set for 15th of March regardless of the weather.
- The PA will organise and run a sausage sizzle, ice creams of some sort and hopefully the water slide.
- A sub group of Frances, Amanda, Rosie and Mel was formed to help organise for this event.
- Additional help will be required on the day, PA members please let Frances know if you can help.

Cross Country

- The dates for Cross Country are Thursday 2nd of April (Year 7 & 8) and Thursday 9th April for Year 5 & 6.
- The PA will support this event encouraging students to dress up and build house spirit.
- PA members please let Cilla know if you can help.

WPA Social Event

- Following the success of parent drinks last year the PA is looking to organise these again for Week 9 on Wednesday 1st April.
- Cilla suggested a few platters and bowls of hot chips is a nice gesture and a good thing to provide (to be bought from venue)
- Frances will find a venue and it was agreed that Wellington will be the location for Term 1 drinks and Petone for Term 2 drinks.

PA Help with upcoming events

Cilla is asking for each PA member along with class reps to sign up to help at least two events supported by the PA this year. A schedule of these events will be sent to the PA. Many hands make light work and it would be great for everyone to take ownership or help with 'the lead' in at least one event and then provide support role in 1-2 more events.

Class Reps

Class Reps are needed for 2020

- Janelle is the Class Rep Co-ordinator for 2020.
- Most classes have a rep, there are a few still to fill. Amanda offered to help with a Year 6 class. Cilla to let Janelle know.

Fundraising

Art Calendars/Diaries

- This was a great initiative with a range of products showcase student artwork in a personalised way. Once the finances have been confirmed, the PA will make a decision whether to run this fundraiser again. Phillipa and Mandy have agreed to help co-ordinate this again with Glen. Glen will start the art process earlier and use it as a task for boys to work on when they have completed their class art session.

Additional Business

Artbourne Discussion

- Glen proposed a new smaller and 'boutique' version of Artbourne offering more affordable art and also provides an opportunity for new and emerging artists and also showcases the boys artwork. Also an opportunity to showcase the 'Arts' at Wellesley...not just visual arts but performing arts with choir and buskers! Carolyn very happy to provide support with this.
- The PA were asked if they will support and provide people to help run it. Glen is happy to lead the event and would need a subcommittee to work with him.
- More discussion about the format and who would benefit from the proceeds is needed. Rosie mentioned there can be flexibility as to how the PA and Foundation both benefit and agreed that if the PA provide the 'manpower' they need to benefit from the profits.

BBQ

- Robert will get the BBQ replaced in time for Sunday Funday.
- Rosie confirmed it needs to be compact to fit in the shed. Good to have discussion with Clinton about BBQ before new purchase.

Events for 2020

- Involvement in school events is a great opportunity for the PA to help build the Wellesley community. It was discussed that the PA's primary role is for building community spirit and parent engagement not fundraising. If more parents knew this, then more people might be keen to join the PA.
- Agreed that we will host and provide help at the following events for 2020:
 - House Days – Term 1 is on Monday 17th February
 - Sunday Funday – 15th March , BBQ, Ice Creams & Slide
 - Parent/BOT drinks – Term 1, Wednesday April 1st TBC
 - Cross Country – PA presence. May ice blocks?
 - Junior Disco - May/June
 - Grandparents Day
 - Pre-production drinks
 - Athletics – have BBQ and ice blocks

Trailer for Mountain Biking

- Cilla proposed the PA look to purchase a trailer for the purpose of transporting mountain bikes to events and trainings and for other sporting and school uses for Clinton.
- It was agreed that the trailer needs to be multipurpose and not just for one sport.
- Cilla will look into the costs and get quotes for a trailer (Janne Halonen), customising to fit bikes and other sports equipment, and check there is a tow bar on the van. If not the PA might possibly need to contribute to this cost also. Gavin Hughes is looking into the Health & Safety side of taking boys mountain biking etc

AGM

- To be held 23 March 2020, followed by a brief PA Meeting.

Meeting closed: 8.55pm

Next meeting Monday 23rd March 2020