



Wellesley Parents' Association

Minutes of Meeting held Tuesday 18 October 2022, Thistle Inn, Mulgrave St, Wellington

Committee Members	Rebecca Fitzpatrick; Rebecca Clancy; Robert Pritchard; Dinah Cohen; Mel Curry; Chloe Bridgeman; Sarah-Jane Hays; Sam Batchelar; Nicola Maud-McKenzie; Amy Anderson; Paul Fryer
School Representative	Veronica Stevens
Foundation Representative	Rosie Torbit
Apologies	Caroline Drury-Petit; Ding Wang; Anna Lane; Clint Griffin; Mel Main

Action Items & date	Date	Who	Status
• Grandparents Day	29 September	Amy Anderson/Rosie	Completed
• Xero Subscription to be cancelled	25 September	Robert R	Completed
• Senior Athletics Day BBQ – Fri 28 Oct	Fri 28 Oct	Rob / Dinah	In progress
• Playground sunshade scoping	18 October	Paul	In progress
• Art Calendar	Term 4, Wk 1	Sarah – Jane	In progress
• Honey Pots	Next update 13 Feb 2023	Amy Anderson	In progress
• My Kindo App (small coin fundraisers)	September/October	Mike/Karen	TBA
• WPA Membership management	Agenda 13 Feb 2023	All	
• Confirm Term 1 2023 Calendar Items	By Dec 2022	Veronica	Completed
• Sunday Funday	Sun 19 March 2023	Mel Main	

SPECIAL MEETING

We require a quorum of **10 members to be present**. The amended constitution requires it to be passed by a 2/3 majority, there are no proxy votes. The Board has approved proceeding with proposed amendment to the Constitution which will enable online meetings to continue. The New act will need to be reviewed next year and constitution updated accordingly.

Vote for Implementation of Amended Constitution:

Voted in and supported unanimously.

Meeting closed: 7.10pm

REGULAR COMMITTEE MEETING

Opening/Apologies/Previous Meeting Minutes:

Rebecca F opened the meeting and gave apologies for various members. Rosie passed previous minutes and Rebecca C seconded.

Action Items:

Action table updated, as above. Rebecca also followed up with Dillingers regarding the smaller portions of food offered at the last drinks and they will offer an extra platter next time free of charge. Amy thanked by the Committee for her coordination of helpers and assistance to Rachel Seymour, Catering Manager, for Grandparents Day

Principals Report:

Veronica delivered the principal's report including update on the big property works, including cricket pitch and tennis courts works, that are well underway. Mike and Clint are doing a great job in organising and coordinating the logistics with many subcontractors on the school grounds each day. Term 4 is 8 weeks and very busy with Year 7 & 8 camps starting on Sunday 30 October which means a lot of pressure of senior teachers to sort reports etc also. Movie night all go

The School's Movie premier scheduled for **Wed 16th November**, with 4.30pm and 6.30pm screenings in Wellesley Hall is all go and Veronica commended Carolyn Hawkes on her impressive coordination of the project.

There will be plenty of end of year fun celebrations in term 4 and school reports go out to parents on Monday 12th December. Class announcements for 2023 will be made in week 7 to ensure the boys are comfortable before the end of the year. Four Year 0s started this term, so 18 now in Year 0. 293 current roll and looks promising for 2 x Year 4 classes in 2023. At the end of 2022, the School will lose 60 Year 8 boys and approximately 10 to HIBS for Year 7. The School is awaiting final BOT meeting decision before confirming class allocations for 2023.

School/Foundation Events & Activities for 2023:

The WPA presented their draft plan for 2023 calendar of events and Veronica was able to confirm various School dates including:

- Revision around the hosting of New Parent drinks for 2023 which have been combined with the Parent Information evening for the last three or so years. However, the School would now like to revert to hosting as two separate events. With this, it's probably best to cancel the Term 1 WPA BOT drinks.
- Parent Information Evening, Tues 7 Feb (Week 2, Term 1) – not a WPA event but normally the WPA Chair to speak
- New Parents drinks will be held Thurs 9 March (Week 6, Term 1) – not a WPA event
- Years 1-4, Year 6 School camps to be held week 4, Term 1 2023. Year 5 camp will be week 5 as no booking available at Camp Kaitoke in week 4. The Year 7 & 8 camps will be held in last week of term 1, 2023.
- After discussion with Veronica, the WPA propose that Sunday Funday to be held Sun 19 March (end of Week 7, Term 1). Mel Main has offered to organise Sunday Funday for 2023. This date confirmed by Veronica, 21 October 2022.
- School Cross Country will be held Term 2, 2023, approx 1-5 May
- Quiz night around June 2023 – a Friday night would be best. Clint Griffin to organise.
- Runathon will be in Term 3, 2023, likely around 18-23 September
- ARTWEEK is normally around week 7 of term 3 - create for a cause art exhibition
- Grandparents Day will be Friday 15 Sept 2023
- Athletics 22-28 October 2023

WPA will continue to coordinate / confirm with Veronica for various calendar dates.

Treasurer's Report:

A copy of the treasurer's report was distributed at the meeting (& emailed 19 October). All payments have now been made incl Sitech. WPA Account balance 30 September: \$18,533. Total payments made 1 – 30 Sept: \$ 13,366.19. Outstanding costs: \$1400 GP Day; Athletics day BBQs & Thistle Inn costs (18 Oct meeting). Runathon BBQ profit BBQ \$880, very good outcome, with proceeds to Wellesley's overall fundraising donation to World Vision. Rob confirmed that the Xero account is now closed, @ 25 Sept. Also, a letter has been received from ANZ, who have announced they are no longer continuing with charity accounts, but this shouldn't really affect the WPA costs. Rob will monitor.

Other Activities and Fundraising Activities:

- The WPA will host the Senior Athletics BBQ and iceblocks on Friday 28 October. Dinah has offered to help Rob with this. Rob will purchase sausages and iceblocks + extras, for 120 Year 7 & 8 boys. The Committee is in support of this initiative continuing. \$380 is the expected cost to cover all three BBQs.
- The **Art calendar** sales process is now underway with all art purchase instructions going home with boys early this week. Only four boys have not completed artwork for submission to Kids Art Co and some of the works didn't appear complete. However, Sarah Jane went ahead and submitted these to Kids Art. Close off for ordering is Mon 31st October, no

extensions or second round ordering. Subject to School agreement to continue with this fundraiser, the WPA would like to see, for 2023, the artwork projects done within the classrooms, not in the Art Room. A new approach for 2023 is necessary for the efficient use of everyone's time who are volunteering. In addition, there is an incentive to be organised earlier to be able to access the early bird pricing, orders in by 31 August. To facilitate this, it is proposed that the art is started early term 2 with completion mid-term, approx. three week turnaound. Rebecca F asks that art calendar fundraising be put on the **first agenda for meeting in 2023** – we will ask the school if they can support our new approach. A huge thank you to Sarah-Jane for her perseverance and management of this project, acknowledging a number of hurdles faced along the way. Sarah-Jane has kindly offered to manage the calendar fundraising again, in 2023.

- **Honey Pots** – ideally this could work in with Artweek, Term 3 in 2023. WPA will need to sort ordering and payment system. \$15 per pot, and a popular product. Amy will confirm process and put back on agenda for first meeting 2023.
- **ARTBOURNE** – Rosie updated the committee on the role of volunteers for ARTBOURNE.

Any other business:

- Paul Fryer has looked into playground shade sail options (first raised by Caroline in August meeting) using a Petone based company, with wooden posts and stainless-steel fittings. The Company has advised Paul on various design options including how they can be made within the consent process (consent needed for any sails over 50sqm but this company can make them in smaller sections just under the total of 50sqm.) Paul is now awaiting a quote and further specifications.
- Official membership of the WPA will need to be discussed at the first meeting in 2023. This item needs to be included on the agenda.
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Next meeting: Mon 13 Feb 2023, 7.30pm, in person

Meeting closed: 8.50pm

REF: List of WPA Committee Members @ 22 August 2022

Name	Email	Position	Son/s class
Rebecca (Bec) Fitzpatrick	rpolvere@gmail.com	Co – Chair	Year 3 and 4
Rebecca Clancy	clancycentral@gmail.com	Co- Chair	Year 6
Robert Pritchard	robpicad@hotmail.com	Treasurer	Year 5
Paul Fryer	paulandcherie@xtra.co.nz	Deputy Treasurer	Year 4
Caroline Drury	caroline_drury@yahoo.co.nz	Secretary	year 4
Rosie Torbit	rosie@wellesley.school.nz	Staff Rep/Dep Secretary	Year 8
Amy Anderson	otamyhughes@hotmail.com		Year 3
Clint Griffin	clintgriffindotcom@gmail.com		Year 5
Anna Lane	acespence1@gmail.com	Will help with events	Year 1
Bridgette Smithson	bridgettesmithson@gmail.com		Year 7
Chloe Bridgeman	chloe.bridgeman@xtra.co.nz		former parent
Ding Wang	wangding@rocketmail.com		Year 3
Dinah Cohen	dinahcohennz@gmail.com		Year 7
Emma Worthington	emma@regalman.co.nz		Year 5 and 6
Emma Young	Emma@loweandco.nz		year 7
Erica Luke	ericaluke4@gmail.com		Year 7
Melanie Main	melandgregmain@gmail.com		year 5
Melissa (Mel) Curry	mellyinwelly@gmail.com		Year 4
Mia Dong	mia.dong66@gmail.com		Year 1
Michael Bain	principal@wellesley.school.nz	Principal	n/a
Nicola Maud-Mackenzie	nicolamackenzie@hotmail.com	Class Rep Co-ordinator	Year 6
Sam Batchelar	incredibly_angelic@hotmail.com		Year 2
Sarah-Jane Hays	sj_hays@yahoo.co.nz	Art calendars	Year 7
Tatsat Mishra	Tatsat.Mishra@microsoft.com		Year 1