



Kohia Terrace School

PTA Minutes – 20 February 2023

Present: Alison Spence Laura Clack (via Zoom) Tim Sharp (via Zoom) Justine Reeves (via Zoom) Sarah Harvey Christina Campbell Randula Dias Veena Choudhary Tina Jerabek	Sarah McNulty Chunxue Ding Felicity Rumble Erica Carey Chris Kelly Manil Kapoor Allison Shaw Shannon Nelson Lisa Chan	Apologies: Nina Khouri
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- 1. [Parent Liaisons](#)** - who are we all? What is the role of a parent liaison/what works?
 - See role description here: [Parent Liaison Role](#)
 - Set up a WhatsApp group per year level. Invite parents to join by email, but ensure they know it is voluntary
 - Please BCC when emailing your class for privacy reasons
 - Erica will send out an introductory message that you can use
- 2. Fundraising Target for 2023** - \$25 000
Fundraising target - what would we like to tag our fundraising for?

Options:

- **Assistant sports co-ordinator**
- **Garden Kaitiaki**
- Y4/5 stairs top up
- Fencing around the school and planting
- MacBooks

Consensus is for funds raised to be apportioned as follows:

- \$5000 Assistant Sports Coordinator
- \$10,000 Garden Kaitiaki and materials
- \$10,000 Fencing and planting

3. 2022 Income (target \$25,000)

Event	Funds raised (excl. GST)
Samosa sales	\$3572.80
Second-hand uniforms	\$3766.36
Ice cream sales	\$1112.54
Jesters Pie Days	\$511.74
Kohia Quiztacular	\$339.23
School Pick Up	\$180.17
Merchandise (tea towels, glasses, bottles)	\$232.61
Sponsorship (Barfoot and Thompson)	\$3000.00
Sponsorship (Sharp)	\$434.78
Entertainment Book	\$109.56
Disco	\$2753.39
Music Bingo	\$7586.94
International Night	\$2414.43
Honey sales	\$2400.00
Calendar Art	\$1303.17
TOTAL	\$29,717.73

4. PTA Events 2023

Term 1

- Uniform sale was held 9 Feb
- Colour Run 10 March (Friday night)
 - \$10/runner
 - Samosas \$4, Sausage sizzle \$2, Curry and rice \$7.50/\$8
 - Sell books of food tickets ahead of time to avoid queues
 - Friends and family welcome
 - Chris and Manil to work with Alison/Laura/Becca to coordinate
 - Sell T-shirts?
- Mother's Day mugs - too much work for teachers at this time of year.
Matariki mugs with stars created by students suggested as an alternative
- Ice cream sale 6 April

Later in the year

- Lego Show - Sunday 30 July (Term 3)
Raising funds from the general public, not just the school community.
Marketing is vital. Facebook event to be created.
Stalls with food etc. Lego-making competition.
Justine to take the lead.
- Kids event - movie night. Movie licence will need to be obtained.
- Spellathon - sponsorship. Try using *Go Raise It* to gather online sponsorship.
- Parent night - wine and paint
- International Night

Alison, Erica and Becca to work through dates for events spread over the year

5. Clean out of the PTA cupboard Friday 3 March - all welcome
6. Consider Costco to source cheap items in bulk, e.g. bulk cookies to sell