



Wellesley Parents' Association

Minutes of Meeting held Tuesday 11 June 2024, 7.30pm, Online

WPA Committee Members	Sam Batchelar, Cherie Burnett, Ding Wang, Joanna McNicholas
WPA Members	Charlotte Cottrel, Chandrababu Muthukoori
School Representative	Chris Parker, Felipe Gomes
Foundation Representative	N/A
Apologies	Caroline Drury, Amy Anderson, Nicola Mackenzie-Maurd, Mike Bain

Action Items & date	Date	Who	Status
• Playground sunshade scoping	TBA	Sam	In progress
• Art Calendar 2024	Term 2	TBC	Cancelled
• WPA Membership management		All	Ongoing
• Entertainment Books 2024		Amy	In progress
• Movie Night	30 th June	Sam	In progress
• School Disco 2024	24 th May	Caroline/Ding	Completed
• Wine Fundraiser	20 th June	Sam	In Progress
• Runathon	18 th September	Joanna	In Progress

REGULAR COMMITTEE MEETING

Opening/Apologies/Previous Meeting Minutes:

Sam opened the meeting at 7.35 pm. Apologies were given for Caroline, Amy, Nicola and Mike.

Previous meeting minutes were agreed by Sam and Ding.

Action Items:

Playground Sunshade – Sam informed the group that we are no further along to what we were at the last meeting. Sam said the Board of Trustees suggested that we don't worry the sunshades as it is such a large project. Felipe asked how far away we were on the sunshades and Charlotte asked the cost of the sunshades. Sam reported that we had 4 quotes give or take around \$80,000. We currently have approximately \$30,000 in the WPA accounts so we are not likely to get to target any time soon. There is the possibility of getting shade over the junior playground to start. Sam has a person helping with Lotteries grant for funding. He has a lot of experience in applying for grants but thinks it is unlikely they will approve being a private school. Lotteries have also reduced amounts they are funding. Cherie asked about the other two that we were applying to, and Sam said we may be lucky to get \$2000 from each of them so hope to have \$40,000 by end of the year. It would be great to have something go up for summer 2025. Sam also noted the difficulty in getting the shades installed as we need to consider the fall zones and view from the classroom which may mean the middle school playground shades may not go ahead. Wind zones, design etc all need to be factored in so not an easy task. The school has final say and sign off. Cherie said it was a complicated job and one contractor had turned down doing a quote due to the difficulty of the job. Cherie said she is not sure who came up with the idea of doing Sunshades, but she was asked to get quotes after she joined WPA last year.

Board Of Trustees – Sam informed the group that she attended a Board of Trustees strategy meeting where Felipe presented a marketing strategy for the school on how to bring the school role up. There were some exciting things discussed but nothing to report back on at this point.

Membership management – Not discussed.

Entertainment Books – Amy could not make the meeting but had emailed to report that we had made \$29 on Entertainment Books.

Junior Disco 2024 – Sam reported that the Junior Disco was quite well received. The sales are in from Tri-booking and been paid to WPA account now. Total from Tri-booking was over 100 tickets sold plus another \$80 in ticket door sales plus one online payment so a total of \$1128.91 minus the costs of approximately \$500. Chris asked what happens with the funds made and Sam explained it all goes into the account where we are saving towards the shade sails plus it also covers other school activities; we fund for example sausages sizzle for the runathon.

Charlotte raised a question and asked how WPA fundraising works, each year do you choose what you are raising funds for the school? Sam explained that since covid and the changeover of parents in the WPA things dropped off a bit but we are starting to rebuild now. Sam said for example in the past we have raised funds for the class sound systems, last year we did a \$1000 of games for the classrooms and this year we have done a \$1000 for lunchtime PE equipment for the boys to play with at lunch times. The school has a list of things they are looking at doing, for example resurfacing the hall and greenhouses for the back that the WPA can look at raising funds to help. The main drive for now is the sunshades but we can also help with some smaller initiatives.

Sam said the disco was good and she sold \$140 in raffle tickets which went well. We have a Micro Scooter, 2 kg of Fig and Fog Peanut Butter gift, Mitre 10 gift, Whittaker's Chocolate and Ferry Tickets. Sam will also sell tickets on Thursday morning and at the movie night. The raffles will be drawn at the last school assembly of term 2.

Movie Night – 30 June 5pm Despicable Me

Sam reported so far, we have sold 52 tickets out of 80 available tickets. Each time there is a mention on Facebook etc there is another little bunch of tickets sold. We will use the left-over chippies from the disco to give out at the movie night and Sam suggested we could also do a little bag of lollies for the children as we had not spent on this event. Sam suggested we could spend \$50 worth on lollies and put in small bags for children if everyone agrees. Everyone agreed. Felipe asked if we were doing door sales. Sam responded no unless we can sell over the 80 tickets, and we can ask for another theatre but currently it is uncertain. Sam must give the numbers to the theatre by the Tuesday or Wednesday prior to the movie.

Felipe asked how we would handle it if more people turned up on the night if we have reached capacity. Sam said the cinema booked holds 80 so if people haven't purchased tickets, then we cannot guarantee they will get a seat. Sam to let Felipe know numbers closer to the time. Cherie suggested we could advertise the cut-off date for tickets sales. Sam said she thinks the cut-off date is on Sunday 23rd June. Felipe recommended we note the cut-off date in the next EDM.

Runathon – 18th September - Sam mentioned in previous years the WPA put on the sausage sizzle, donated time, sausages and ice blocks and the funds raised from selling the sausages went to the Runathon charity. Sam asked if everyone was happy to do the same again this year. Everyone agreed. Chris suggested the boys could preorder their sausages. Charlotte and Joanna volunteered to run the BBQ for the Runathon.

Additional Items: - Fundraising

Wine Fundraiser – It was discussed the wine fundraiser is to 21st June. Children are **not** involved, and the form is to be on the EDM only to parents. Felipe has got a hard copy of the other items in action for flyers, and this excludes wine. We would need to change the date on the flyer regarding the next WPA meeting to the 13th of August. There has been no wine sold to date and feedback so far has been the fillable form did not work. Sams family is going to order. WPA will get \$40 per case.

Schools Foundation:

Artboun – Not discussed.

Class Reps 2024 – As Nicola has now resigned from the Class Rep Co-ordinator role, Sam asked if anyone would like to take it on. No one volunteered.

Principals Report:

Mike away and Chris attended in Mikes absence but had not received a report from Mike to share.

Treasurer's Report:

Sent out to the committee.

Other Items: Cherie asked Felipe where things were at regarding the photo for donated sports equipment as Amy had asked at the last meeting. Felipe said to ask Kara the new PE teacher.

Felipe asked that the WPA be mindful when scheduling and advertising items as there is a lot going on in the WPA space at present and we don't want to overdo it. This may be tricky for parents with so many different events and fundraisers on at the same time. Try and schedule one event or fundraiser at a time to advertise.

Chris said Kara is looking at replacing the children's sports uniform sets and wondered if the WPA would be interested in helping with it. Sam replied that we had already given to PE this year but to tell Kara to approach us with it. Chris said it is a longer term, rolling project.

Parents Drinks – Sam reported that the Board would like to attend the next parent drinks and cannot make the original date we had so Sam asked how we would feel about having the next meeting and the parent drinks together on the same night on the 13th August. Cherie said she was not keen due to last meeting we had out was very noisy and would be difficult to hear and to take minutes but agreed if it was a quieter venue. Chris said it could draw new members to join. Sam said usually we would do a parent drinks a couple of times a year. Sam to get costs and then will email out to WPA with a budget to vote on.

Meeting ended: 8.15pm

Next meeting: 13th August 2024, time and place to be confirmed

REF: List of WPA Committee Members 2024

Name	Position	Son/s class
Sam Batchelar	Chair	Year 4
Caroline Drury	Treasurer	Year 6
Cherie Burnett	Secretary	Year 6
Amy Anderson		Year 5
Belinda Zohrab-McConnell		Year 8
Brent Dickens		Year 6
Ding Wang		Year 5
Joanna McNicholas		Year 3
Mia Dong		Year 3
Michael Bain	Principal	n/a
Nicola Mackenzie -Maurd		Year 8
Rebecca Clancy		Year 8
Tatsat Mishra		Year 3

REF: List of WPA Members Event Volunteers

Name	Son/s class
Anna Lane	Year 3
Ruth Chinn	Year 6
Melissa (Mel) Curry	Year 6