



Wellesley Parents' Association

Minutes of Meeting held Tuesday 12th March 2024, 7.50pm, Wellesley College

Committee Members	Sam Batchelar, Caroline Drury, Amy Anderson, Cherie Burnett, Nicola Mackenzie-Maurd, Tats Mishra, Rebecca Clancy
School Representative	Veronica Stevens, Felipe Gomes
Foundation Representative	N/A
Apologies	Ding Wang, Belinda Zohrab-McConnell, Mia Dong, Joanna

Action Items & date	Date	Who	Status
• Playground sunshade scoping	TBA	Cherie / Sam	In progress
• Art Calendar 2024	Term 2	Sam	In progress
• WPA Membership management		All	Updating
• Sunday Funday 2024	10 th March	Sam/Caroline	Complete
• Entertainment Books 2024		Amy Anderson	Ongoing
• Movie Night	April TBC	Sam	In progress
• School Disco 2024	Term 2 May TBC	Ding Wang	In progress

REGULAR COMMITTEE MEETING

Opening/Apologies/Previous Meeting Minutes:

Sam opened the meeting at 7.50 pm following the AGM. Apologies had been given at the AGM prior for Ding, Belinda, Mia and Joanna.

Previous meeting minutes were agreed by Caroline and Amy.

Action Items:

Playground Sunshade – Sam informed the group that now that we have 3 quotes her father-in-law can assist Caroline with the funding applications.

Art Calendar – Sam has ordered the paper for the art and has delivered for Glen.

Membership management – The membership has declined with a lot of year 8 parents leaving, low interest in joining plus it really dropped during covid with the online meetings.

Cherie had contacted all the existing committee members to see if they were attending the WPA AGM and was able to update the status of a couple of the members that were not able to come. Rebecca Fitzpatrick has resigned from the committee.

It was discussed that several initiatives have been made to encourage new parents to join the WPA. The WPA was present at the New Parent Drinks where Sam gave a brief talk, advertising the AGM in the Wellesley newsletter welcoming any new parents to join, some had messaged their year groups, posters advertising the AGM were designed by Felipe and went out on Sunday Funday plus Sunday Funday volunteers wore red Monkey Kid T- shirts. The red T-shirts were very popular, and we had a lot of positive feedback from wearing them at the event.

We had 4 new parents indicate that they were interested in joining but unfortunately, they did not make the meeting.

Felipe mentioned that he could support with advertising and suggested several ideas for example newsletter, social media, video, direct email etc.

We need to advertise the benefits of the WPA and that it is not a huge commitment. We can share the commitments around and look at the locations for meetings for example host a meeting in the city.

It was also discussed that we have a list of the committee members for those involved in the meetings and a list of volunteers for those that would like to be involved for events.

Sunday Funday 2024 – Sunday Funday was on Sunday 10th March 2024.

It was discussed that all that attended thought it was a success with quite a few Wellesley families attending. Reports to date were that the children and families had a wonderful day. Great weather. Nicola reported that the last of the sausages were cooked by 3pm and given out. People were also offering to pay for the free sausages.

Caroline noted that everyone liked the red T-shirts the volunteers were wearing as it made the volunteers stand out on the day and the children were calling out to get the ice blocks from the lady in the red shirt.

Set up and back down went very smoothly with reports that Clint was very happy with the way it was cleaned up afterwards. Veronica had forwarded that Mike would like the WPA to find the folder that Mel Main had left regarding the Sunday Funday event- this is not in the WPA inventory at the school.-

Entertainment Books – Amy has contacted the company regarding the Entertainment Books and has been provided a log in. It was discussed that we will advertise this closer to them going out for sale.

Junior Disco 2024 - Veronica provided 3 dates for the Junior Disco for the WPA.

10th May – which is a Dr Seuss dress up day for the juniors and suggested we could use this as the theme if disco was on this date. The other dates were 24th May and 16th May. We are to confirm with Ding as she is lead and with Brent as he has offered to do the DJ service.

It was discussed that we could also offer a middle school disco on the same day as the junior disco and host it afterwards. It would be easy as there will only be one set up and clean up just need to buy more pizza etc.

Both Caroline and Cherie said their children would be keen for a middle school disco and it was suggested by Veronica that we could also look at extending the invitation out to siblings and Chilton.

We could look at Eventbrite for the ticket sales.

Additional Items: -

Fundraising – It was discussed that the WPA has provided \$1000 for more sports equipment for the children to play with at lunchtimes. Veronica noted that as Sally had just recently purchased equipment for this from the PE budget, they have deposited it in the PE funds for now. It was suggested that we can still get a photo of the boys with the sports equipment as the WPA had still donated the money for the equipment.

Schools Foundation:

Artbourne – It was discussed that this is the main event for the foundation this year. It is the largest fundraiser event for the foundation and Wellesley requiring the support from WPA for manpower on the event. Glen is organising and Rob is coming back to help with this event as he has had experience with the running of Artbourne in the past.

Class Reps 2024 – Nicola reported that the getting names for class reps has been extremely challenging with some parents being an unofficial class rep and having Facebook or What-app groups which is causing confusion for some parents. We need to come up with a solution to tidy up the class rep's situation with the unofficial reps.

Nicola also suggested that we pull together messages sent out - class reps, WPA, foundation and school together and that all messages and marketing need to be consistent between and from all. Felipe has started this process with the marketing.

Felipe queried the WPA logo, which is not used in regular comms, and will find or re-design for marketing of the WPA as it is very basic. -

Principals Report:

Veronica representing the school at the meeting reported that they would like to acknowledge the volunteers for the Sunday Funday and for coming along to the New Parent Drinks.

Classroom programmes are ramping up for the term and Year 7 West Coast trip and Year 8 Hillary Outdoor Education Centre, Tongariro camps are coming up at the end of term.

Veronica also reported if the WPA is looking at doing any large-scale events to check with what is happening around Wellington as we do not want to clash with other large events or sporting events in the city.

In the past Wellesley has had a Wellesley golf tournament which encouraged good sponsorship and raised good money for the WPA.

Small fundraisers are fine if it is not work for the teachers and no chocolate or sweet sales, the school would like to be promoting healthy food and eating. A wine fundraiser was suggested, Veronica knows of a company sorts it so it covers the legality of wine sales and parents can collect from school or maybe have delivered directly from company. The boys are not to be involved in collection of wine, as it would breach liquor licencing.

Shoe clinic also has a donate to school option when buying shoes, how it works needs to be investigated further. Movie night is another idea.

Treasurer's Report:

Given during the AGM

Other Items:

Tats noted he would love to support by way of fundraising and could help if we need items or merchandise sold. Tats also suggested we have a donate button for fundraising and would like to see diversity and inclusion with fundraising. It was mentioned that Moana Road have donated hoodies to schools for fundraising.

There is also the Touch Guy and Girl challenge 22nd May which the boys enter, and we could have T-shirts designed and made for fundraising sales.

Felipe said he could design the T-shirt with a Wellesley logo and a meaningful message for fundraising sales. Limited numbers.

Movie Night – Sam provided the group with movie options from the lighthouse cinema for a movie fundraiser. Lighthouse charge \$11 base rate and we would need to sell 30 seats minimum to host a movie and there is a max of 112 sets. We can set the price of the ticket and the WPA would get the profit once base rate taken out. It was agreed that the Sunday 14th April was a good time as the children could see the latest movie coming out for the school holidays. Sam to confirm the date availability with the Lighthouse. Tats said he would fund the cost of the base rate the first 30 tickets. The committee agreed to supply Tats tickets for his family to enjoy the movie for his generosity.

Meeting ended: 9.05pm

Next meeting: 14th May 2024 - Online

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
Ding Wang		Year 5
Joanna McNicholas		Year 3
Mia Dong		Year 3
Michael Bain	Principal	n/a
Nicola Mackenzie -Maurd	Class Rep Co-ordinator	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