

PTA Meeting minutes

Location: Rāwhiti School

Date: Wednesday 25th February 2026

Chaired by: Brooke Frew, Co-Chair of the Rāwhiti PTA

Time: 7pm - 8pm

Present: Rochelle (Shelley) Mitchell, Emma McDonald, Millie Thompson, Lisa Kupenga, Sonia Brown, Jody O'Sullivan (principle), Brooke Frew, Fi Glasgow (Tangaroa studio), Emma Burgess (Ata Hāpara), Bonne Beconsall, Chris Carey Smith, Kim Hammond, Jessica Brown, Laura Whittaker,

Apologies: Jess Riddell

Previous Minutes:

Motion to accept previous minutes: Laura Whittakar **Status:** Passed

Tumuaki/Principle Jody

- Warmly welcomed everyone, Jody shared her vision that staff, board members, parents/whanau and community work together to see the tamariki at Rāwhiti thrive. Jody suggested that we call the PTA "Team Rāwhiti" as it better communicates the role we have and is more relevant than "PTA (parent, teacher association) - Communications going out will now use Team Rāwhiti primarily instead of the PTA.

Jody shared that the senior students had presented her with a letter and a signed paper that asked her to look into the state of the school pool, in particular the changing rooms. The committee discussed and agreed that this would be a fantastic project.

Sub-committee to start research on this with input from students. Also discussed pool keys over summer which needs to be investigated alongside the Board of Trustee input and approval.

Correspondence

Inward Correspondence:

- Thank you from teachers for end of year coffees.
- New Rāwhiti hair accessories requested and ordered.
- Powhiri catering offer to senior leadership - wasn't required.
- Cheryl re. second hand uniform sales - discussed a uniform sale on a table at one of the next school events: *Laura. W and Emma McDonald have offered to help with this.*
- Email from Urmi (teacher) asking PTA to help with Sausage sizzle and Disco (Disco is on the 26th of March 2-6pm - PTA agreed to help where we can.

- Colour run information - thanks to Bonnie for responding and finding out information about this event, the cost of materials to run the event ourselves would be roughly \$1000.
- Email from a grandparent of a student introducing themselves.

Outward Correspondence

- Email to teachers asking about Colour Run interest/ideas

Financial Report

- Roughly \$45,000 in the bank account

Jeff discussed a draft plan around the budget which included:

- Reoccurring money coming in tied to reoccurring needs each year eg. seniors leaving tops, bread in studios etc.
- Larger amounts of money (roughly \$30,000 at the moment) from events go towards targeted bigger projects eg. gaga pit, gazebo etc.
- Interest earned to pay for administrative expenses.

The committee agreed that this sounded like a great idea.

General Business

- PTA Meeting dates for year:

Term 1	Term 2	Term 3	Term 4
25th Feb Wed.	29th April Wed. 17th June Wed.	5th August Wed. 3rd Sept. Wed	21st Oct. Wed 25th Nov. We.

- School events dates pencilled in for 2026 are:
 - Wheels day - March 6th (instead of triathlon)
 - Cross County 12th May / 18th May
 - Rumbistafication (Celebration day) 11th December
- A parent to the school suggested fundraising for a specific charity related to her son's illness. Discussion around PTA purpose and what fundraising efforts are dedicated to. Suggestion made to talk to studio teachers first.
- Piupiu for the kapa haka group is yet to be followed up on, *Millie and Lisa offered to follow up on this project*, some groups were approached last year - unsure if they are still interested in this project.
- Rāwhiti school thank you cards posted to businesses that donated items towards the Christmas raffle.
- Discussion on how best to do communications with the wider school whanau as not all parents can make meetings; face book messenger, face book page and hero discussed. *Brooke* to find out how other school PTA's communicate with the wider community.

- Gazebo - Chris suggested using the new logo material top on one of the old frames. Needs some people to help put up the old ones in order to make a decision going forward.
- Discussed the Colour Run event, Bonnie has done some initial planning ideas around what it could look like. The date and time line for organising it this term was looking tight and not many offers from volunteers to help out. Therefore, the decision was made to wait until term 4 for this event and potentially run it alongside the Celebration day towards the end of term (formally Rumbustification day).

Fundraising Events

- Verkerks and Hair accessories ongoing. Potentially second hand uniform sale at a school event.

Upcoming Events and Initiatives:

Assembly on Friday - Brooke with support from Millie to briefly speak and introduce "Team Rāwhiti"

Meeting closed: 8.17pm

Minutes prepared by: Jessica Brown (Secretary)

Minutes approved by: [To be completed at next meeting]