Elmwood Normal School Community Association (ENSCA)

Minutes of meeting held 9:00am, Thursday 27 July 2017

1. **Present:** Bridget Eastgate, Nicola Brownlee, Rebecca Taylor, Rachel Teen, Mandy Hinton, Pip Singleton, Paul Armitage, Maxine Douch, Julie Wells**,** Steph Burdon, Tara Lemmon

2. **Apologies**: Kelly Snoep, Louise Parnham, Jonelle Foster

3. **Minutes** of the meeting held on Thursday 22 June 2017 were previously distributed.

   Motion: "That the Minutes of the meeting held on Thursday 22 June 2017 be accepted".

   Moved: Bridget Eastgate **Seconded:** Nicola Brownlee

   Follow-up on Action Points:

   - Purchase of Chrome Books: Paul advised that 40 chrome books had been purchased and had arrived.
   - Subway/Pita Pit School Lunches: Julie Wells advised that Parklands Subway have offered to pick up on the Subway deal the school originally had with Papanui. Pip provided update on Pita Pit as per item 10.
   - Bridget confirmed ENSCA would donate $10,000 to the school for the purchase of Chrome Books.

4. **Correspondence in and out**

5. **Treasurers Report:**

   Nicola Brownlee advised:

   Opening Balance: $42,000.

   Nicola confirmed that $1100 had been raised from the sausage sizzle held at the end of term two. Expenses for sausage sizzle only came to $48 due to the sausages being donated.

   Usual movement in the accounts with money paid out for uniforms and sushi, BBQ

Motion: "That the financial statements for the month of 23rd June to 27th July 2017 are ratified and all accounts approved for payment."

Moved: Nicola Brownlee **Seconded**: Bridget Eastgate

6. Donation to ENS

Motion: The sum of $10,000 to be paid to the school in the way of a donation for the purchase of Chrome Books.

Moved: Bridget Eastgate **Seconded:** Nicola Brownlee

7. Principal's Update

Paul Armitage advised that the school was in production mode for the major school production and that everything was going smoothly. Paul wanted to thank parents who had been involved and who helped out with the production. Paul especially thanked Kirsten McFaull and her team of parents, for working on the costumes.

Paul confirmed Linc-ed had been rolled out and that if a teacher makes a post about a pupil's learning, their parents should receive a notification via email to let them know. Teachers can include photos and documents.

8. Art Auction

Rebecca confirmed that everything was going well for the art auction fundraiser with 2/3rd of the artworks now completed. Tickets and posters have been printed with posters to go up around the school. Ticket sales will start on 21st August. Rebecca confirmed that the liquor license had been received. Rebecca advised that Vino Fino were already booked on the date of the art auction, but an alternative fridge trailer had been secured.

Paul confirmed that he thought the school cleaners would be able to clean the auditorium after the evening. **AP** Paul to talk to the cleaners about doing a clean of the auditorium after the art auction.

8. Calendar / Card Fundraising

Sarah Redmayne confirmed that everything was under control for the calendar and card fundraiser.

9. Subway Lunches

Pip Singleton advised that a representative from Pita Pit was supposed to attend todays meeting to talk about what they could offer in the way of our school lunches to replace Subway. Unfortunately the representative had failed to attend.

Pip advised Pita Pit could offer a similar deal to that we had with Subway. Pita Pit would give back to the school $0.50 on each Pita Pit ordered. Pita Pit orders are sent to the school named and ordered into classroom numbers.

Julie Wells advised that Parklands Subway were also able to offer the same deal that the school currently had with Papanui Subway. **AP** Julie was to re-check with Parklands and confirm what their offer was.

ENSCA also discussed other options for school lunches with Tara Lemmon advising that Ezlunch provide an online ordering system with a 5% commission paid back to the school. All lunches were delivered named and organised into classroom numbers. This was a flexible system with a variety of lunches available to order.

AP Bridget Eastgate and Nicola Brownlee to investigate the different lunch options.

10. Upcoming Events

Art Auction to be held on 22 September 2017.

Grandparent Morning Tea on 25th August. A decision needed to be made as to where the best place to hold the morning tea. An idea on numbers attending the morning tea would be ideal to help with catering and best venue for holding the morning tea. **AP** Paul to talk to Bridget about best way forward.

11. Any other business

Entertainment Books: Pip advised 88 Entertainment Books had been sold to date.

Kapa Haka Uniforms: Kirsten McFaull advised she had come up with a sample for a new Kapa Haka uniform for the school, which could be used in the School Performance as well. Kirsten advised that there were a total of 60 costumes to be made for which she would need parent help. Kirsten asked ENSCA to fund the cost of the new uniforms up to the sum of $400.00.

Motion: ENSCA to fund the cost of the new Kapa Haka uniforms up to $400.00.

Moved: Bridget Eastgate **Seconded**: Nicola Brownlee

Meeting closed at 9.35 am.

Next meeting is to be held 24th August 2017 at 9:00 am in the staffroom.