



# ANNANDALE PUBLIC SCHOOL Parents & Citizens Association

*Benefiting our children and their school*

## Annandale Public School Parents & Citizens Association Minutes of General Meeting

**Chair:** Rachael Beckett

**Date:** 26th March 2013

**Time:** 8:00 pm

**Venue:** Annandale Public School Staff Room

**Minutes:** 2013 03 26 GM

**Re:** General Meeting Minutes (Motions, Actions and Outcomes)

### **Meeting declared open by Rachael Beckett – Second Vice-President**

#### **Attendance – 21**

Kellie Fuller, Rachel Beckett, Graham Jones, Ann Morey, Kylie Delgado, Deanna Rhule, Christine Hammond, Brendan Jones, Leticia Tarabay, Peter Bestel, Kate Feeney, Leanne Eastway, Emma Groube, Katherine Delaney, Jillian Wolfe, Samantha Morley, Christine Las Gourgles, Matt Jackman, Ellie Moore, Susie Choi, Stuart Ridley

#### **Apologies**

Helen Williams, Sara Howard

### **Agenda**

1. President's welcome – Rachael Becket (acting)
2. Secretary's Report – Graham Jones
  - 2.1 Apologies
  - 2.2 Table minutes from last 3 meetings
  - 2.3 Correspondence
3. Principal's Report – Ellie Moore  
Includes introduction of Focus Groups organised across staff
4. Treasurer's Report – Ann Morey
5. Funding Requests
  - 5.1 Reading Resources Stage 1
  - 5.2 Mothers Day Stall and Breakfast
  - 5.3 Hall Curtains
6. General Business
  - 6.1 Uniform Shop – New prices update and uniform 'tweaking'
  - 6.2 Trivia Night and Election Day Fete - allocation of funds raised
  - 6.3 Trivia Night and Fete volunteers list
  - 6.4 Extra Social Night suggestions and discussion
  - 6.5 Grant Submissions - update
7. Next Meeting – GM - **Tuesday 30<sup>th</sup> April 2013**

## Minutes

### Item 1 Welcome – Vice-President and Chairperson

- Welcome to members

### Item 2 Secretary’s Report – Graham Jones

**2.1 Apologies** – given as communicated to the Secretary (as listed above)

#### 2.2 Table Minutes from last General Meeting

<b>MOTION:</b> The minutes of the previous General Meetings (October, November and February) be accepted.		
<b>MOVER:</b> Brendan Jones	<b>SECONDER:</b> Susie Choi	<b>AGREED</b>

#### 2.3 Correspondence

- Have received a letter introducing the new SRC president and asking for a meeting to discuss cooperation between the SRC and P&C. This is a great way forward to making more of a difference at the school.
- Have received a letter from Councillor Darcy, the local Mayor, asking to attend a P&C meeting.
- Have received a letter from the Nag’s Head tavern advertising a lunch offer, which may be useful for fundraising (**route to Deanna**).

### Item 3 Principal’s Report – Ellie Moore

- (**See attached**)

### Item 4 Treasurer’s Report – Ann Morey

- The bank account currently has over \$10000 in unallocated funds.
- Hampered temporarily on reporting, until auditor’s report becomes available.
- Post the AGM, need to change the signatories on the APS P&C cheque account.

<b>MOTION:</b> That the signatories on the APS P&C cheque account be changed to reflect the AGM results.		
<b>MOVER:</b> Katherine Delaney	<b>SECONDER:</b> Kellie Fuller	<b>AGREED</b>

## Item 5 Funding Requests

### 5.1 Resources – Reading Resources Stage 1

- See attached

<b>MOTION:</b> That \$3500 be allocated to replenish the school home reader resources.		
<b>MOVER:</b> Brendan Jones	<b>SECONDER:</b> Christine Hammond	<b>AGREED</b>

### 5.2 Mothers Day Stall and Breakfast

<b>MOTION:</b> That \$600 be allocated as a float to provide coffee, cakes, etc. for the mother's day stall.		
<b>MOVER:</b> Christine Hammond	<b>SECONDER:</b> Susie Choi	<b>AGREED</b>

### 5.3 Hall Curtains

<b>MOTION:</b> That up to \$10000 be allocated for school hall curtains, with the school to reimburse up to \$5000 or 50% post the school concert takings.		
<b>MOVER:</b> Katherine Delaney	<b>SECONDER:</b> Susie Choi	<b>AGREED</b>

- An assurance is required that any work on the teaching kitchen in the hall will pose no risk of damaging the new curtains. **Action Item** for exec to follow up with building team when the time comes.

## Item 6 General Business

### 6.1 Uniform Shop Report – price updates and new uniform item candidates

- Proposed change in uniform prices, as agreed in previous meeting, detail now available. Need to send this information out to the community.
- P&C reviewed two proposed new items for the APS uniform – an all-cotton polo shirt and a fleece vest. Both were seen as needed additions to the uniform and of good quality.
- Noted that any modification in the school uniform must be approved by the school and staff.
- The goal of the uniform shop is to have these two items available for the colder months in term 3 and 4.
- **Action item for Ellie Moore** – check on previous issues with introducing new shirts and the requirement to have sun-safe collars. Does this new proposed shirt meet requirements?
- **Action item for Ellie Moore** – take the two new uniform items to the APS staff for review and approval.
- **Action item for uniform shop** – liase with FlexiSchools around both new items and changes in uniform prices.

**MOTION:**

To thank the uniform shop for all of the hard work in arranging the online shop and working on these new uniform items.

**MOVER:** Christine Hammond**SECONDER:** Rachael Beckett**AGREED****6.2 Trivia Night and Election Day Fete – allocation of funds raised**

- Lengthy and lively discussion on this item, as there are a lot of projects that the P&C would like to fund.
- **Action item for Ellie Moore** – collate each school focus group top 5 funding items, with estimated budget, and bring to the next P&C meeting for review.

**MOTION:**

To thank Mel Oxley for all of the hard work organising the kids for Nick Cave and the subsequent donations.

**MOVER:** Katherine Delaney**SECONDER:** Rachael Beckett**AGREED****6.3 Trivia Night and Fete volunteers list**

- Work in progress from the funding committee on these items.

**6.4 Extra Social Night suggestions and discussion**

- Need to find a calendar slot for additional events (possibly after the concert in September).
- One suggestion of a dance night for parents and students, with a donation of some professional dance coaching, was of great interest.
- **Action item for P&C Exec** – progress investigation into scheduling this extra event.

**6.5 Grant Submissions - update**

- Still a number of these in process.
- Need to follow-up on Telstra grant, which has been approved but not received.

**7. Next P & C Meeting – General Meeting – 30th April 2013**

*Meeting closed at 9.33pm*

Regards

**Graham Jones**

**Secretary, on behalf of the Annandale Public School Parents & Citizens Association**

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