



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: 30th July 2013

Time: 7:45pm

Venue: Annandale Public School Staff Room

Minutes: 2013 07 30 GM

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

Meeting declared open by Rachael Beckett – President

Attendance – 14

Inge Collins, Sara Howard, Kate Howard, Emma Groube, Stuart Ridley, Deanna Rhule, Lucia Cavadini-Bell, Leanne Eastway, Ellie Moore, Rachael Beckett, Susie Choi, Ann Morey, Kate Hutchens, Peter Bestel

Apologies

Brendan Jones, Matthew Jackman

Agenda

1. President's welcome – Rachael Beckett
2. Secretary's Report – Peter Bestel
 - 2.1 Apologies
 - 2.2 Table minutes from last meeting
 - 2.3 Correspondence
 - 2.4 Action Item Updates from last meeting
 - 2.5 Membership Administration
3. Principal's Report – Ellie Moore
4. Treasurer's Report – Ann Morey
5. General Business
 - 5.1 Funding request (term 3 athletics day BBQ) – Rachael Beckett
 - 5.2 Funding request (renewal of P&C insurance) – Peter Bestel
 - 5.3 Native Plant Drive – Ingerith and Leanne
 - 5.4 Footprint Eco Festival – Leanne Eastway
 - 5.5 Update and actions following Jamie Parker visit – Rachael Beckett
 - 5.6 Preschool 2014 structure – Rachael Beckett
6. Sub-Committee Reports – as available
 - 6.1 Education
 - 6.2 Fundraising
 - 6.3 Kitchen

- 6.4 Friendly Schools
- 6.5 Traffic Safety
- 6.6 C.H.A.T.
- 6.7 Learning Garden
- 6.8 Communications
- 6.9 Uniform Shop

7. Next Meeting – GM - Tuesday 27th August 2013

Minutes

Item 1 Welcome – Rachael Beckett

- Welcome to members

Item 2 Secretary's Report – Peter Bestel

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

2.2 Table minutes from last meeting

MOTION: That the minutes from the previous general meeting, 2013-06-30, be accepted as a true record.		
MOVER: Peter Bestel	SECONDER: Ann Morey, Susie Choi	AGREED

2.3 Correspondence

- Correction to meeting minutes for GM 30/06/2013 - (motion to recover \$268, raised by KG in 2011 and lost from accounts, to be used for Jae's garden plaque and bench - agreed) - I did not word this correctly. The money was not 'lost' but was simply waiting a motion to spend it, which was dependant on further work on the garden. My apologies for this one.

2.4 Action Item Updates from last meeting

- (2013/06) action item for P&C Secretary – Email Imogen Kershaw about obtaining meeting minutes for kitchen committee recent meeting, for distribution - needs follow up
- (2013/06) action item for Ellie Moore – Send Susie Choi NAIDOC day calendar, for sending out to class representatives - done.
- (2013/06) action item for Susie Choi – Send Christine Hammond NAIDOC day calendar for distribution - done.
- (2013/06) action item for Kate Hutchens – Put NAIDOC day calendar onto APS P&C Facebook site - done.
- (2013/06) action item for P&C Secretary – check with Rachael Beckett about arrangements for gyprocking and painting of the uniform shop over the school holidays – done – many thanks to Andy Collins for all the hard work.
- (2013/06) action item for P&C Secretary – check with Rachael Beckett on school hall curtains - done - and purchase completed by Ellie.
- (2013/06) action item for P&C Treasurer – supply Helen in the office a list of all current financial commitments, to ensure that items not approved via motion with the P&C do not come to the P&C for payment - done.
- (2013/06) action item for P&C Secretary – Check on the Not For Profit status of the P&C and whether we qualify to claim tax deductions for any donations to a school building fund - partially done - need further information.
- (2013/06) action item for Kitchen Committee – Provide a wish list of items to implement the kitchen, for distribution and further budget analysis - pending.
- (2013/06) action item for Ellie Moore – Discuss the tree audit and removal process with

Leanne and Lucia to get the effort underway - done - tree trimming complete – many thanks to Leanne, Lucia, Lester Currie and Nick Bell.

- (2013/06) action item for Ellie Moore – Get the school concert committee in contact with the P&C to arrange for any movement of concert props associated with the trivia night - done.
- (2013/06) action item for P&C Secretary – Organise a template web site for P&C events which we can easily advertise from - done.
- (2013/06) action item for Ellie Moore – Take the concept for the grandparents day to the staff, with any further details required from the P&C, and see if there is support to have the school participate in this proposed event.
- (2013/06) action item for Ellie Moore – Continue to work with Leichhardt school principal to determine best course of action and provide an update when possible - done.
- (2013/06) action item for P&C Secretary – Check with Helen in the office around the status of the hall 24/07 for possible information night for the TOCFE event - done - other arrangements being made.

New action items allocated during this discussion:

- **Action Item for P&C Secretary** – determine whether the P&C is DGR1 or DGR2 with regard to charity status (<http://philanthropywiki.org.au/index.php/DGR>) and whether we need a building fund to qualify for DGR2.

2.5 Membership Administration

No issues at this meeting.

Item 3 Principal’s Report – Ellie Moore

- Ellie tabled her Principal’s Report and expanded on various sections.
- A key item is the new student welfare policy, which everyone should read carefully.
- **Action Item for Ellie Moore** – To review the school insurance to see if the P&C uniform supplies are covered for replacement in case of loss.

MOTION: A huge vote of thanks to Martha and the aftercare team for the work on resurfacing the basketball court.		
MOVER: Rachael Beckett	SECONDER: unanimous	AGREED

Item 4 Treasurer’s Report – Ann Morey

- See attached financials.

Item 5 New Business

5.1 Funding request (term 3 athletics day BBQ) – Rachael Beckett

MOTION: Require a float of \$550 to fund the BBQ for the children’s athletics day.		
MOVER: Rachael Beckett	SECONDER: Peter Bestel	AGREED

- **Action Item for P&C Secretary** – Require a reminder for June 2014 to do a \$10 bus ride to the sports carnival to try and reduce dealing with lots of change.

5.2 Funding request (renewal of P&C insurance) – Peter Bestel

MOTION:

Require a spend of \$1033 on P&C affiliation and insurance renewal.

MOVER: Peter Bestel

SECONDER: Ann, Susie, Rachael, Leanne, Sara

AGREED

5.3 Native Plant Drive – Ingerith Collins and Leanne Eastway

- A lot of discussion on this item around work on the school garden beds, safety of the new plants and the children, end result for the beds and the children who play in there, and the current schedule of events.
- Agreed that an overall plan for the school grounds, garden beds and children's areas is required, with some clear goals.
- Leaving this with the school team to come back to the P&C at a later date.

5.4 Footprints Eco Festival – Leanne Eastway

- This festival has been run for the last 4 years at White's Creek, Annandale.
- This year APS has been invited to attend with a stall.
- This is a good opportunity to do some fundraising.
- There are a lot of ideas around what could be sold at the stall, along with the learning garden presentation.
- The Festival will be on Sunday 25/08 from 11am to 3pm
(<http://www.leichhardt.nsw.gov.au/News-and-Events/Our-Events/Footprints-Ecofestival>)
- **Action Item for Leanne, Lucia, Ann** – organise plan for fundraising sale of baked goods / drinks at the Footprint Eco stall.
- **Action Item for P&C President** – allocate classes to assist with baking for the Footprint Eco stall.

5.5 Update and actions following Jamie Parker visit – Rachael Beckett

- We recently had a meeting at the school with our NSW parliament local member, Jamie Parker.
- This meeting went over the planned kitchen space, had some information from Jamie on current developments in education and school planning and finished with a Question and Answer session for the community.
- At the moment there are no specific actions for the P&C, however we are looking forward to hearing about a meeting that is to be organised with a number of other local P&C groups to discuss overall planning in the area.
- **Action Item for Ellie Moore** – Take the concept to the staff, with any further details required from the P&C, and see if there is support to have the school participate in this proposed event.

5.6 Preschool 2014 structure – Rachael Beckett

- We discussed the current Federal Government legislation covering pre-schools and what they are allowed to offer the community under the legislation.
- There was some concern over communications from the school, as there were elements of the community who were concerned and confused over what was happening.
- Ellie indicated that the school is following the overall Federal Government process for managing placements at the childcare centre and that communications were expected out during term 3.
- There was some further information about various community members looking to canvas for feelings around the new Federal Government legislation.
- **Action Item for Ellie Moore** – review the communications which are pending for the new pre-school year 2014.

- **Action Item for P&C President** – assist with creating survey around Federal Government changes to the law around pre-school days for 2014.

Item 6 Sub-Committee Reports

6.1 Education

- No update.

6.2 Fundraising

- The Trivia night team are looking for big donations for the live auction.
- Any services which anyone could provide as part of this event, such as babysitting, cooking, hairdressing, gardening, or other professional services, would be fantastic for the auction.
- **Action Item for everyone** – assist with ideas and labour around supporting Deanna to finalise auction items for trivia night.

6.4 Friendly Schools

- No update.

6.5 Traffic Safety

- No update.

6.6 CHAT

- No update.

6.7 Learning Garden

- As above – Footprints Ecofestival.

6.8 Communications

- We now own a number of domains / web sites which can be used for email, advertising or search engine positioning of our events (<http://www.apspandc.org/> <http://www.apspandc.info/> <http://www.apspandc.net/> <http://www.apspandc.com.au/>).

6.9 Uniform Shop

- No update.

7. Next P & C Meeting – General Meeting – 29th October 2013

Meeting closed at 9.45pm

Regards

Peter Bestel

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

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