



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: 29th October 2013

Time: 7:40pm

Venue: Annandale Public School Library

Minutes: 2013 10 29 GM

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

Meeting declared open by Rachael Beckett – President

Attendance – 10

Ellie Moore, Rachael Beckett, Brendan Jones, Jason Howard, Lucia Cavadini-Bell, Leanne Eastway, Leticia Tarabay, Susie Choi, Ann Morey, Peter Bestel

Apologies

Christine Hammond, Sara Howard, Matthew Jackman, Kate Hutchens

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 Local schools growth and master plans – P&C Exec
 - 5.2 Assistance for music program – Narelle O'Donnell
 - 5.3 Art Show 2014 – Kate Hutchens
 - 5.4 School appointments merit panel – Rachael Beckett
 - 5.5 School finance committee – P&C Exec
 - 5.6 Norton Carols involvement – P&C Exec
 - 5.7 Review P&C commitments to the end of term – P&C Exec
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 26th November 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, 2013-08-27, be accepted as a true record.		
MOVER: Peter Bestel	SECONDER: Ann Morey	AGREED

2.3 Correspondence

- School music program seeking some assistance – see (5.2) below.
- Letters from some parents around assembly being held at midday. It’s difficult for working parents to drop kids off to school and then get back in the middle of the day for assemblies.
- **Response** – Maths, dictation and spelling assessments are generally in the core learning time 9-12 Friday morning.
- Letters from some parents around scripture and why is it being held at core learning time, instead of just before a break when it would cause less disruption.
- **Response** – Scripture times dictated by external organisations and have been in place for a long time. Would require further discussion with staff and parents.
- Letter from the P&C Federation about the NSW body being reorganised by the government and broken up into smaller regional councils.
- Letter from the education department around funding model changes.
- **Response** – Ellie to present RAM at next meeting.
- Athletes Foot donation – appropriate place to document this and say thanks is in the facebook page. The Athletes Foot shall also be listed as a school sponsor on the P&C Sponsors page.

2.4 Action Item Updates from last meeting

- (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 - pending.
- (2013/08) action Item for P&C Treasurer – contact Daniel Hammond from the Athlete’s foot to receive donation – done.
- (2013/08) action Item for P&C Secretary – put the Athlete’s foot onto our sponsors page - done.
- other items around trivia night and fete.

2.5 Membership Administration

- Welcome to Jason Howard, a new member.

Item 3 Principal's Report – Ellie Moore

- Ellie tabled her Principal's Report and expanded on various sections (see attached).
- A lot of interest on the English curriculum changes, so shall add a 20 minute English report to the November P&C meeting.
- Expecting to run an information session for the school on composite classes / NAPLAN on the 26th of November.

Item 4 Treasurer's Report – Ann Morey

- See attached financials.
- Wonderful update on the trivia night, which brought in \$17,000 of funding.
- Wonderful update on the election day fete, which brought in \$8,000 of funding.

Item 5 New Business

5.1 Local schools growth and master plans – P&C Exec

- Brief discussion on what other schools in the area are doing around master plans.
- APS has been working on some long term plans which are not ready to share with the community as yet.
- Agreed to review plans – Orange Grove master plan vs. what APS has been working on – in February P&C meeting
- **Action Item for Ellie Moore** – make available school plans around building space and other developments
- **Action item for P&C Secretary** – make available Orange Grove master plan for school.

5.2 Assistance for music program – Narelle O'Donnell

- The music program at the school is looking for assistance on organising repairs, etc. with the equipment.
- Exact requirements are not available at this time.
- Possibly need a music sub-committee to ensure that any needs are seen to.
- **Action Item for Ellie Moore / Rachael Beckett**– discuss with Narelle requirements around assistance from the community and report back to the P&C.

5.3 Art Show 2014 – Kate Hutchens

- No discussion.

5.4 School Appointments Merit Panel – Rachael Beckett

- Confirmed that both Kate Feeney and Jason Howard are available for any upcoming staff merit selection panels.
- **Action Item for Ellie Moore** – come back with a list of any non-gardening jobs required around the school, so that proper people/tools preparations can be made.

5.5 School Finance Committee – P&C Exec

- Confirming that Ann Morey shall be invited to the per-semester school budget review.
- This allows the P&C to review where contributions can be aimed at, given potential grants available to community bodies vs. grants available to schools.
- Annual report coming out will detail overall school financial details.

5.6 Norton Carols involvement – P&C Exec

- The P&C have been invited to sell candles at the Norton Carols big night out music event.
- This is a good fundraising opportunity and a call will be put out for volunteers.

MOTION:		
Allocate \$1500 to purchase candles and glow sticks for resale at this event.		
MOVER: Rachael Beckett	SECONDER: Ann Morey / Susie Choi	AGREED

5.7 Review P&C commitments to the end of term – P&C Exec

- November meeting.
- School carols.
- Norton carols.
- Annual report item written before end of term.
- Find motion for ongoing presentation day commitment.

Item 6 Sub-Committee Reports

6.1 Education

- No update.

6.2 Fundraising

- Update from treasurer on return from these events.

6.3 Kitchen

- Unable to approve kitchen funds as do not have fixed quotes to review.

6.4 Friendly Schools

- No update.

6.5 Traffic Safety

- No update.

6.6 CHAT

- No update.

6.7 Learning Garden

- No update.

6.8 Communications

- No update.

6.9 Uniform Shop

- Uniform shop and stock are progressing well. Plenty of stock on hand and have been selling reasonably well, returning funds to accounts.

- **Action Item for P&C Exec** – review insurance around the uniform shop stock.

7. Next P & C Meeting – General Meeting – 25th February 2014

Meeting closed at 9.45pm

Regards

Peter Bestel

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

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