



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 November 2013

Time: 7:35pm

Venue: Annandale Public School Library

Minutes: 2013 11 26 GM

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

Meeting declared open by Rachael Beckett – President

Attendance – 15

Ellie Moore, Rachael Beckett, Brendan Jones, Jason Howard, Christine Hammond, Leticia Tarabay, Susie Choi, Ann Morey, Maria Nikolakopoulos, Margaret Goss, Joe O'Loughlin, Lynda Meher, Kirsty Bass, Kate Hutchens, Peter Bestel

Apologies

Lucia Cavadini-Bell, Sara Howard, Leanne Eastway, Matthew Jackman, Deanna Rhule

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 Composite Class Discussion – Joe O'Loughlin
 - 5.2 English and NAPLAN update – Ellie Moore
 - 5.3 RAM update – Ellie Moore
 - 5.4 Classroom resources allocation update (\$11k) – Rachel Beckett
 - 5.5 Technology and Language roll out update – Ellie Moore
 - 5.6 Discuss survey that was sent home – P&C Exec
 - 5.7 Update on kitchen and learning garden commitment – Ellie Moore / Leanne Eastway
 - 5.8 Staff resourcing update – Ellie Moore
 - 5.9 Review events and processes which worked well – P&C Exec
 - 5.10 Review events and processes which did not work – P&C Exec
 - 5.11 P&C Exec announcements pending February AGM – 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 25th February 2014

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, 2013-10-29, be accepted as a true record.

MOVER: Peter Bestel

SECONDER: Rachael Beckett / Ann Morey

AGREED

2.3 Correspondence

- Correspondence around school driveway to be discussed under traffic safety.

2.4 Action Item Updates from last meeting

- (2013/10) Action Item for Ellie Moore – make available school plans around building space and other developments.
- (2013/10) Action item for P&C Secretary – make available Orange Grove master plan for school.
- (2013/10) Action Item for Ellie Moore / Rachael Beckett– discuss with Narelle requirements around assistance from the community for the music program and report back to the P&C.

2.5 Membership Administration

- N/A.

Item 3 Principal’s Report – Ellie Moore

- Ellie tabled her Principal’s Report for a brief review
- Ellie then presented on a number of topics, all of which are to be presented to the school community at a later date. These included: the new English curriculum, NAPLAN, Composite classrooms and student/teacher head count, Technology, Language teacher

and the funding gap, School self evaluation, Department online resources (syllabus and myschool), Recent survey sent home

Item 4 Treasurer's Report – Ann Morey

- See attached financials.

Item 5 New Business

5.1 Composite Class Discussion – Joe O'Loughlin

- A discussion around the problems with composite classrooms and particularly stage 1 and 3.

5.2 English and NAPLAN update – Ellie Moore

- Covered in the Principal's presentation

5.3 RAM update – Ellie Moore

- School funding is slightly up on previous year.

5.4 Classroom resources allocation update – Rachael Beckett

- Still waiting for proposal to spend funds on classroom resources.
- School committees still evaluating requirements against the new syllabus.

5.5 Technology and Language roll out update – Ellie Moore

- Covered in the Principal's presentation

5.6 Discuss survey that was sent home – Ellie Moore

- Covered in the Principal's presentation

5.7 Update on kitchen and learning garden commitment – Ellie Moore / Leanne E.

- Kitchen building begins the Thursday after the kids end classes
- Timing is for kitchen build out to be completed by the end of the holidays
- Learning garden commitment has not decreased
- School is looking to have teachers drive the program and be fully in touch with all processes
- Recent short term funding on a half-General Assistant position needs to be put into school maintenance, due to dilapidation in certain areas
- A committee is proposed to drive the learning garden and edible garden program
- **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.
- **Action Item for Ellie Moore** – come back with details of the committee to drive this program.

MOTION:		
That a fund of \$3000 be set aside to pay for an additional resource for learning garden coordination for term 1, 2014. This is conditional on review of plan for resource.		
MOVER: Rachael Beckett	SECONDER: Christine Hammond	AGREED

5.8 Staff resourcing update – Ellie Moore

- One open position (Ben Colmer) being reviewed.
- Kellie Fuller is on the committee for this.

5.9 Review events and processes which worked well – P&C Exec

- Still waiting for proposal to spend funds on classroom resources.
- School committees still evaluating requirements against the new syllabus.

5.10 Review events and processes which did not work – P&C Exec

- Looking to plan the new year, with more effort into events which worked well and are of value. The following events seemed to work very well.
- Trivia Night
- Halloween Disco - great parents rolling it out.
- Cards & Calendars - good fund raiser
- Uniform Shop - relocate - new pricing and new items for sale
- Learning Garden - link with all stages for learning.
- Jae's Garden working bee - great community feel.
- Successful Grant application for Learning Garden and await another to support Kitchen Fund
- Election Day Stalls - good community support, good return on effort, great vibe
- Learning Garden team with Whites Creek - wonderful display and involvement to show case to local community
- New Hall Curtains efforts.

5.11 P&C Exec announcements pending February AGM – P&C Exec

- Welcome BBQ - poor attendance, move to parent teacher night?
- Mothers Day & Fathers Day stalls – requires review due to very high effort on low return
- Halloween Disco - need to consider split times to cater for Infants and Primary ?
- Better communication / engagement from Class Reps
- Working Bees - focused just on the Garden with same parents working... time for new energy here - what about other things that need doing too (i.e. pairing, cleaning internal spaces etc) . See GA list above.

Item 6 Sub-Committee Reports

6.1 Education

- No update.

6.2 Fundraising

- No update.

6.3 Kitchen

- Covered above.

6.4 Friendly Schools

- No update.

6.5 Traffic Safety

- Issue with school driveway – safety and residents complaints.
- Not to be used any further by parents.
- Not to be used on unofficial school business out of hours.
- A number of options being considered – increased signage, boom gates, swipe cards.
- Start with simple notifications and progress if further problems occur.

6.6 CHAT

- No update.

6.7 Learning Garden

- No update.

6.8 Communications

- No update.

6.9 Uniform Shop

- No update.

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

Mobile 0400 226 735

Email apspandc@gmail.com