



# 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:** 25th November 2014

**Time:** 7:30pm

**Venue:** Annandale Public School Library

**Minutes:** 2014 11 25 GM

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

### **Meeting declared open by Rachael Beckett – President**

#### **Attendance – 12**

Rachael Beckett, Ann Morey, Melanie Heyworth, Ellie Moore, Leah Thurecht, Sara Howard, Leticia Tarabay, Eoin Murphy, Svetlana Jovanovic, Jean Kouriel, Peter Bestel, Susie Choi

#### **Apologies**

None.

### **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 Annandale Pirates Football club – Rachael Beckett
  - 5.2 School Music Program – Peter Bestel
  - 5.3 School Language Program – Peter Bestel
  - 5.4 Master P&C Plan for 2015 – Rachael Beckett
  - 5.5 Election Day fete 2015 planning – Rachael Beckett
  - 5.6 Sponsorship and loyalty agreements – 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
- 6.10 Pre-School

## 7. Next Meeting – GM - Tuesday 24th February 2015

Please feel free to email [apspandc@gmail.com](mailto:apspandc@gmail.com) with anything you would like to raise at this meeting.

### Minutes

#### Item 1 Welcome – Rachael Beckett

- Welcome to members
- A big thanks to Leah and the rest of the disco event team. The event was a huge success and everyone had a lot of fun.

#### Item 2 Secretary's Report – Peter Bestel

**2.1 Apologies** – None this month.

#### **2.2 Table minutes from last meeting**

<b>MOTION:</b>		
That the minutes from the previous general meeting, 2014-10-28, be accepted as a true record.		
<b>MOVER:</b> Peter Bestel	<b>SECONDER:</b> Ann Morey	<b>AGREED</b>

#### **2.3 Correspondence**

- There has been a lot of correspondence to the P&C about the school music program. See item 5.2 below for notes.
- There has also been correspondence about the school language program. See item 5.3 below for notes.

#### **2.4 Action Item Updates from last meeting**

- Ellie Moore – arrange meeting with the Momentum ESR team around the features of their software package (DONE).
- Ellie Moore – come back to the P&C with a funding request for the classroom resources (Partial).

#### **2.5 Membership Administration**

- None.

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

- Ellie tabled the Principal's Report and expanded on various sections (see attached).
- A question was raised around access to the fridge in the kitchen for storing cakes for the cake stall. This is ok for this year, but next year the kitchen is going to be busy every day. There are a number of other fridges around the school and one shall be made available on request to the cake stall organisers.

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

- See attached financials.
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<b>MOTION:</b>		
That the P&C release existing retained/unused funds associated with previous motions, in order to fund new projects. This includes trivia night profits (\$2752.79), school maintenance (\$3000.00) and home readers (\$2953.48) for a total of \$8706.27		
<b>MOVER:</b> Rachael Beckett	<b>SECONDER:</b> Melanie Heyworth / all	<b>AGREED</b>

### Item 5 New Business

#### 5.0 Momentum ESR Software – Aaron

- The P&C received a presentation from Aaron about the Momentum ESR software which was recently funded for the school.
- There was a demonstration of the software and many questions from the attendees, all of which was answered very satisfactorily by Aaron.
- Around the question of community newsletter integration, it was clarified that this feature is not available. The feature in question allows the principal to send a basic message of the day to staff users of the product.
- The software does seem to add a lot of value to the teachers in terms of keeping records and preparing reports.
- A number of new potential features were presented, including one to allow teachers to share feedback and learning plans with parents on a day to day basis. The goal of this is to get parents more involved in immediate learning needs, especially if children have extra capacity to be learning but teachers do not have the time to make this advanced learning happen. Lots of interest in the new potential features.
- Product details are available at: <http://www.esr.com.au/>

#### 5.1 Annandale Pirates Football club – Rachael Beckett

- The P&C has received a request from a local non-profit for an opportunity to donate to the school.
- The Pirates FC, run by a school parent, is looking for members and will donate \$10 to school projects for every child registered to play.
- Also willing to donate coloured house sports bibs to the school for sports carnivals and potentially some sports clinics.
- Information can be found at [Annandale Pirates FC Facebook](#) and [Annandale Pirates FC](#)
- **Action items** to let parents know about the Pirates via classreps and facebook.

## 5.2 School Music Program – Peter Bestel

- A lot of correspondence has been coming into the P&C about changes to the school music program. This correspondence has been around communications, lack of community consultation, children being upset about the 'try out' and overall confusion with what has been happening.
- It was indicated that the information night is critical for parents to understand what is happening.
- The communications aspect was discussed in detail, specifically around the poor ordering of the process. After any change in the program was discussed (a whole separate item), the information night should have been held before any other actions. Even though there was information in the newsletter, the community felt left out and dissatisfied with the results.
- One of the key problems with music tutoring during the day is space and curriculum – the school indicated that there is no longer space for music tutoring and no time in the curriculum to allow children to be doing this activity.
- There has also been correspondence asking why the P&C executive was consulted about these changes and did not inform the community. The P&C was not provided any details about specific changes in the music program ahead of announcements – only that the school was planning changes, there were a number of options and that they would be provided once decisions had been made.
- The P&C role is to assist in providing funding and facilities to the school and to encourage participation in curriculum and other activities, as requested. We would welcome more participants at the regular P&C meetings to assist in following up on recommendations and communications. P&C meetings are an excellent forum for tabling questions which require a formal follow-up and for hearing the detail of agenda items, such as the principals report.
- **Action item for Peter Bestel** – Send reminder to the community about attending the music program information night.

## 5.3 School Language Program – Peter Bestel

- A request for an update on the school language program was tabled.
- The school sees no clear alternative for a language program at this time and has not had significant correspondence from the community around it.
- A previous survey found no clear consensus for a particular language to be brought into the school.
- Funding for language programs has been taken away from the pool of money provided to the school and stage 2 is only doing very basic work around India and China.
- Some other schools are provided a specialist teacher by the department if they have a large ethnic community in the school population (eg. Greek at Stanmore Public). APS is not provided such an additional resource.
- For any progress on this item, the community would have to work with the school to determine: what language should be taught? How would providing the teaching resource be funded? Would time be taken out of the curriculum, or would external teachers have to be engaged to provide before or after school classes?
- As per the music program, P&C meetings are a good place to discuss and outline the community requirements, but discussion needs to be had between the parents and the school in order to progress such a change. The P&C meeting may then be a good place to discuss funding requests once some decision has been made.

#### 5.4 Master P&C Plan for 2015 – Rachael Beckett

- Rachael went through some of the difficulties in organising events this year, many of which have had to be pulled together last minute and with significant stress.
- Options for better organisation were discussed, which included:
- Needing to delegate events and tasks to years / classes at the very start of the year, to allow resourcing and planning to happen early.
- Class representatives need to be more visible to the whole school community, so that they can be more easily contacted around events. Contact sheets may need to be made available to facilitate this.
- The role of a class representative needs to be clearer to those signing up (all roles are documented on the P&C web site).

#### 5.5 Election Day Fete 2015 planning – Rachael Beckett

- Discussion deferred to separate meeting due to lack of time and participants.
- Some key events are coming up quickly though, and require some floats to proceed.

<b>MOTION:</b>		
That the P&C allocate \$1000 as a float for the welcome night BBQ and showcase.		
<b>MOVER:</b> Rachael Beckett	<b>SECONDER:</b> Sara Howard	<b>AGREED</b>

<b>MOTION:</b>		
That the P&C allocate \$500 as a float for the new kindergarten parents morning tea.		
<b>MOVER:</b> Sara Howard	<b>SECONDER:</b> Susie Choi / all	<b>AGREED</b>

#### 5.6 Sponsorship and loyalty agreements – Rachael Beckett

- Discussion deferred to separate meeting due to lack of time and participants.

#### 5.7 Funding request around classroom – Rachael Beckett

- Some quotes were presented around items needed for the refurbished computer room, which is becoming the new classroom for next year.
- A round amount was determined to assist the school in this provisioning, which included quotes items: electric whiteboard, Lenova laptop, Reading boxes x 2, Additional Home Readers, 12 iPads.
- Air conditioning was another item on the quotes, which the school will fund.

<b>MOTION:</b>		
That the P&C fund \$20000 towards the fit-out of the new classroom.		
<b>MOVER:</b> Sara Howard	<b>SECONDER:</b> Susie Choi / all	<b>AGREED</b>

## Item 6 Sub-Committee Reports

- No sub-committee reports.

## 7. Next P & C Meeting – General Meeting – 24th February 2015

*Meeting closed at 9:47pm*

Regards

**Peter Bestel**

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

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