

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

Chair: Hannah Richardson

Date: 29th August 2017

Time: 7:34pm

Venue: Annandale Public School Library

Minutes: 2017 08 29 GM

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

Meeting declared open by Hannah Richardson – President

Attendance – 12

Hannah Richardson, Leah Thurecht, Kylie Couper, Deanna Rhule, Lyn Jones, Chris Wise, Stuart Ridley, Chris Nunn, Jillian Wolfe, Margaret Goss, Rosemary Donald, Deanna Rhule

Apologies

Hudson Worsley, Dace Elletson, Peter Bestel



General Agenda

1. President's welcome – Hannah Richardson
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 – Margaret Goss
4. Treasurer's Report – Kylie Couper
5. General Business
 - 5.1 Election Day fundraiser - Leah Thurecht
 - 5.2 Sponsorship updates - Leah Thurecht
 - 5.3 Working Bee - Leah Thurecht
 - 5.4 Fundraising activity, Running Mates - Chris Wise
6. Sub-Committee Reports – as available
 - 6.1 Sponsorship
 - 6.2 Fundraising
 - 6.3 Kitchen and Garden
 - 6.4 Traffic Safety
 - 6.5 Uniform Shop
 - 6.6 Pre-School
7. Next Meeting – GM - Tuesday 31st October 2017

Please feel free to email apspandc@gmail.com with anything you would like to raise at this meeting.



Minutes

Item 1 Welcome – Hannah Richardson

- Welcome to members

Item 2 Secretary's Report – Hannah Richardson on behalf of 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, 2017–07-25, be accepted as a true record.
Mover	Leah Thurecht
Seconder	Hannah Richardson
Result	Agreed

2.3 Correspondence

- A letter and invoice for the school bell repair - actioned and invoice paid.
- Woolworths Earn and Learn starting again this week and we have registered. See [Earn and Learn](#) for more information.

2.4 Action Item Updates from last meeting

- Publish Dace's school maintenance wish list - pending.
- Follow up on entity with ability to issue tax receipts for donations to school - pending.

2.5 Membership Administration

- None



Item 3 Principal's Report – Margaret Goss

- Dace tabled the Principal's Report and expanded on various sections (see attached).
- Margaret Goss tabled the Principal's Report and expanded on various sections (see attached)
- School has been running smoothly in Dace's absence.
- Level of commitment from staff has been exceeding expectations
- School NAPLAN readiness tests were run successfully under the guidance of Ms Jillian Wolfe and Mr Guy for ensuring all computers were ready
- Naplan results to be discussed on Dace's return
- Year 6 Students will sit the Valid 6 science online test next week
- School held successful Science week and Bookweek
- Undergoing a review of the emergency procedures
- Homework Committee has released detailed findings on their research so far. More information to come
- Jillian Wolfe is gathering information to update the Communication Between Home and School Policy
- Request more time for the staff to complete tasks around fundraising
- Meeting with assets management 7/8/17 - back gates to be widened for emergency service access within a month of this date.
- Air conditioning and electrical work - tender closing 15 September 2017

Item 4 Treasurer's Report – Kylie Couper

- See attached financials for August.

Item 5 New Business

5.1 Election Day fundraiser - Leah Thurecht

- Timetable for the BBQ and Cake Stall is filling up, will need to create another tab on spreadsheet for Eski and Gazebo
- Eggs to be supplied by Hillview Farm at \$2 a dozen
- Hillview Farm may run a stall on the day. Fee will be waived in recognition of great price on eggs and the P&C will receive a percentage of sales made
- Hoping to secure coffee from Popelino from Little Marionette
- Kylie is going to have \$750 floats for the day, \$200 for Cake & Coffee and \$350 for BBQ
- Cake boxes to go home to every child to return on Friday or on Saturday morning

5.2 Sponsorship updates - Leah Thurecht

- The sponsorship committee is excited to announce Bresic Whitney as a major sponsor for APS P&C. Major sponsors are offered exclusivity in their industry, so we can not accept offers from any other real estate agencies. We are however able to invite and welcome additional sponsors in other industries.



5.3 Working Bee - Leah Thurecht

- Peter Bestel to have a catch up with Margaret Goss within the week. Preliminary date is Sunday, 15 October

5.4 Fundraising activity, Running Mates - Chris Wise

- Chris Wise presented an update on the 22 registered runners.
- Focus is now on getting more money to come in, we are just over \$4000
- Opportunity to have a table at Showcase and Election Day Fundraiser to collect additional funds
- Race is in 2.5 weeks - 17 September

5.5 Trivia Night - Deanna Rhule

- Deanna Rhule and Stuart Ridley updated the event schedule for the APS parent night out on Saturday, 21 October
- Venue is Leichhardt High School School
- 40 tables of 8
- Band in place, music trivia question aiming to be Google free
- Propose to have 3 Liquor Vaults which are opened with a key. Keys \$25 each
- Will need 3 RSA attendants on the night to serve the bar. Volunteers would be fantastic.
- Proposed 7pm for 7:30 start
- Food not confirmed yet
- Save the Date promotion to come out after Showcase and then a push for the Ticket sales

5.6 Other Business

- Lyn Jones tabled a discussion on the management of an Injured child and a plan to seek guidelines to advise teachers when to escalate medical care within the school grounds.
- Teachers are up to date on CPR and anaphylaxis action plan. Would be good to set in motion additional data to teachers for student care.
- Open a discussion regarding whether the P&C can fund and organise this within the parent community who have a medical background.
- Action: Ms Goss to confirm the training the staff do have.

Item 6 Sub-Committee Reports

- No Reports.



Item 7 Next P & C Meeting – General Meeting – 31st October 2017

Meeting closed at 9:25pm

Regards

Peter Bestel

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

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Annandale Public School P&C

P&C email

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apsandc.com.au

P&C pages on the school website

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