

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

Chair: Hannah Richardson

Date: 31st October 2017

Time: 7:35pm

Venue: Annandale Public School Library

Minutes: 2017 10 31 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, Rebecca Wainscoat, Chris Wise, Dace Elletson, Peter Bestel, Jillian Wolfe, Stuart Ridley, Rosemary Donald, Emma Groube

Apologies

Hudson Worsley, Sara Howard



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 – Dace Elletson
4. Treasurer's Report – Kylie Couper
5. General Business
 - 5.1 Working Bee Update - Peter Bestel
 - 5.2 School Disco - Stuart Ridley
 - 5.3 Running Mates Update - Chris Wise
 - 5.4 Payments on School's Behalf - Peter Bestel
 - 5.5 2018 scholarships - Jillian Wolfe
 - 5.6 Big Night Out - Jillian Wolfe
 - 5.7 Christmas trees fundraiser - Leah Thurecht
 - 5.8 Trivia Night - Deanna Rhule and Stuart Ridley
 - 5.9 Hillview Farms - Athletes Foot, Kidstuff - Leah Thurecht
 - 5.10 Sydney Basket Brigade - Leah Thurecht
 - 5.11 Year Six dinner - Hannah Richardson
 - 5.12 Showcase Photos - Jillian Wolfe
 - 5.13 Kindy Transition Morning Tea - Jillian Wolfe
 - 5.14 BNO catering - Jillian Wolfe
 - 5.15 Presentation Day - Jillian Wolfe
 - 5.16 Community Assembly - Jillian Wolfe
 - 5.17 School Planning Forum - Jillian Wolfe
 - 5.18 Fire and Emergency Access - Leah Thurecht
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 28th November 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
- Big thanks to Chris Wise for organising Running Mates.
- Need to send on \$210 to Cathy Freeman Organisation for teacher registrations.

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, 2017–08-29, be accepted as a true record.
Mover	Peter Bestel
Seconder	Leah Thurecht
Result	Agreed

2.3 Correspondence

- None.

2.4 Action Item Updates from last meeting

- Earn and Learn program submission made - done.
- 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 – Dace Elletson

- Dace tabled the Principal's Report and expanded on various sections (see attached).
- Thanks to Hannah for the speech at the transition day.
- School numbers are moving up fast. We already have 87 kindergarten placements. Wait lists are starting to grow for primary classes as we are very full.
- School is working on classroom layouts for next year.
- Looking at class composition for year one classes as a priority.
- Solar panels, air conditioning and electrical upgrade tenders are done and work is planned for 9th November to 22nd November (air con and electrical) and 5th December (solar panels).
- DA for electronic sign has apparently been approved and we are waiting finalisation.
- Pre-meeting to set up aftercare lounge area into another class room.
- Pre-school playground is in a mess and needs a major overhaul plan (lots of kid traffic). Various options are being explored to redevelop this area.
- School going to buy some banners for the sports days.
- P&C review of school uniform to address changes for 2018 - planning to work on this early 2018.

Item 4 Treasurer's Report – Kylie Couper

- See attached financials for September and October.
- Review of September accounts, esp Fete in and out goings (Fete seemed good size).
- Action item for P&C Secretary - check with AEC around numbers at elections over the last few years.
- Action payment of academic partnership and kitchen garden invoices from Helen.

Item 5 New Business

5.1 Working Bee Update - Peter Bestel

- The working bee day was a lot of fun and a lot was achieved around the school.
- Need to look at working bee days April and October for 2018, as it's obvious that more work than can be completed in one day is on the books.
- There may be too many holidays around those times, so need to look at days carefully.

5.2 School Disco - Stuart Ridley

- Stuart is looking for a good day to put the disco on.
- If school finishes on 15 December, there is already the year 6 play on.
- The week before there is the special assembly.
- Check to see if the disco can coincide with the aftercare party.



5.3 Running Mates Update - Chris Wise

- Chris Wise presented an update on the results of the run.
- A big congratulations to every one who participated and donated.
- Cathy Freeman Foundation has already received \$5000 direct, APS P&C keeps \$8961 and \$3961 is to be passed on.

5.4 Payments on School's Behalf - Peter Bestel

- There will be an upcoming payment to James Powditch for some artwork, however Helen cannot pay him via the new payments system, as James is not an approved supplier to the department.
- In principal, want to pay James from the P&C and swap funds with Helen on another commitment.

5.5 2018 scholarships - Jillian Wolfe

- Will we continue with Scholarships? Yes, as it's perceived to be a success.
- Action item for P&C Secretary - raise a motion at next meeting to approve this.
- After detailed review, The Music Partnership agreement has been ended and the completion was amicable.
- We now need to build a new music program and we have someone in mind to assist in heading this program.
- The school will need admin support for the program.
- The program will need new tutors as most tutors are aligned to The Music Partnership.

5.6 Big Night Out - Jillian Wolfe

- Is the P&C prepared to supply sausages, etc. on this school music night? Yes.
- Bring your own cake and set price for meal deal not he 17th November.

5.7 Christmas trees fundraiser - Leah Thurecht

- Every year, parents from Annandale North sell Christmas trees.
- The P&C have been asked if we want to be involved.
- All ordering is done via a web site and trees are delivered to school on 9th December.
- Do the P&C want to promote this? Yes.
- The P&C make \$22 for each tree (out of \$75) and \$10 for puddings (out of \$45 for a 1 kg pudding).



5.8 Trivia Night - Deanna Rhule and Stuart Ridley

- Currently up to 106 tickets sold.
- This is not enough to fill the 200 seat hall at Leichhardt, so we could reconsider the school hall for this event.
- By Thursday we make the call as to whether we move it back to the school hall (140 can sit in the school hall).
- Chargrill Charlie's is completely donating dinner.
- Young Henry's is completely donating beer and two prizes.
- There are various other holidays, vouchers, 3 liquor vaults and artwork being donated.
- 'The' band has organised to play on the night.

5.9 Hillview Farms - Athletes Foot, Kidstuff - Leah Thurecht

- Hillview Farms had their stand here Friday, made \$1000 and will give \$150 to school.
- Want to do another one this Friday, which is ok.
- Then the next one will be 24/11 when the cake stall is on.
- Kidstuff advertise giving a percentage of purchase back to school, but do we ever see it?
- Action item for P&C Secretary - Review with Helen.

5.10 Sydney Basket Brigade - Leah Thurecht

- Dace and Leanne running this item.
- Christmas give back for non perishable food for those in need.
- Kids to hand any items in to the SRC via a bring your tin of food and wear your hair crazy day.
- Year 5 parents will organise and Jillian will chase this up.

5.11 Year Six dinner - Hannah Richardson

- Item canceled.

5.12 Showcase Photos - Jillian Wolfe

- Need to review the effort vs. returns on this work.
- Not something that the teachers can do next year, as it's a big job.
- ROI was approximately \$1100-1200
- Requires photos to be uploaded and total management of cropping, etc.
- Consider making everything digital downloads next time to simplify.



5.13 Kindy Transition Morning Tea - Jillian Wolfe

- Dace already thanked everyone on this item during the principal's report.

5.14 BNO catering - Jillian Wolfe

- Item canceled.

5.15 Presentation Day - Jillian Wolfe

- Planning on Hannah to make a speech at this event.
- We have an existing commitment to fund the presentation day (see
- Action item for P&C Secretary - find the treasurers report for 27/10/2015.
- Action item for P&C Secretary - find the existing commitment for presentation day.

5.16 Community Assembly - Jillian Wolfe

- This assembly is set for Thursday 14th December at 2pm in the school hall.
- Primarily we are celebrating Margaret Goss and her 22 year contribution to the school.
- Crowd funding to contribute to this.

5.17 School Planning Forum - Jillian Wolfe

- This forum is set for Wednesday 8th November in the school hall.
- Looking for numbers on how many of the P&C can attend.
- The forum is to explore changes to the school and gather feedback from the community.

5.18 Fire and Emergency Access - Leah Thurecht

- Thank you to the school for following up with the department on this and having the issue fixed.
- The local fire department reviewed and was very happy with the changes.

5.19 Other Business - Fundracer - Kylie Couper

- Plan to send a note home on this prior to Christmas. Looking to generate further traffic.



Item 6 Sub-Committee Reports

- No Reports.

Item 7 Next P & C Meeting – General Meeting – 28th November 2017

Meeting closed at 9:28pm

Regards

Peter Bestel

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

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Annandale Public School P&C

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P&C pages on the school website

annandale-p.schools.nsw.edu.au/p-c

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