

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

Chair: Hannah Richardson

Date: 31st July 2018

Time: 7:30pm

Venue: Annandale Public School Library

Minutes: 2018 07 31 GM

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

Meeting declared open by Hannah Richardson – President

Attendance – 14

Kylie Couper, Hannah Richardson, Leah Thurecht, Rebecca Wainscoat, Chris Nunn, Susan Star, Chris Beunen, Deanna Rhule, Rosemary Donald, Lucy Lavery, Jillian Wolfe, Steph Aplin, Jo Sharkey, Peter Bestel

Apologies

Lyn Jones, Minh Huynh, Steph Freeman



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 – Chris Buenen
4. Treasurer's Report – Kylie Couper
5. General Business
 - 5.1 Book week - Hannah Richardson
 - 5.2 Father's Day - Hannah Richardson
 - 5.3 Paving stone hazard - Kylie Couper
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 August 2018

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 and staff.

Item 2 Secretary's Report – Hannah Richardson for 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, 2018–06-26, 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

- Action item for principal to discuss with teachers and report back to Hudson and the P&C around whether the school would be prepared to integrate (Solar Energy Monitoring) into the curriculum - pending further information from equipment provider.
- Action item for the P&C exec to put out the info on (Primary Ethics to) Facebook - done - but need to follow up on any results.
- Action item for P&C secretary to check with RagTagd on some solutions previously discussed around uniform registrations and tracking - not done.
- Action item for the principal - thanks to the Enmore Theatre is required on the school sign - not done.
- Action item on quote for P&C membership and insurance - not done.
- Action item for P&C secretary to follow up on maintenance and rubbish removal - not done - secretary to follow up with Chris Nunn.
- Action item for P&C president and principal to follow up on nut awareness issue for school lunch monitor - there is no school lunch monitor and there was a one-off incident around a student and possible nuts in a lunch.
- Action item for Rosemary and principal to follow up on school banking changes - action required due to a letter from CBA and work is in-progress to resolve the requirement for a network and for no data to leave the school site.



- Action item for P&C president to follow up on enviobank solution for recycling life cycle - not done.
- Action item for principal to follow up on The Kids Brain Trust charity - different event being identified for this rather than the cake stall.

2.5 Membership Administration

- No items.

Item 3 Principal's Report – Chris Buenan

- Chris presented the principals report with a number of updates from around the school and with administration.
- Great excursion to Canberra with the stage 3 students.
- 2019 the school os still looking at 17 class rooms of students.
- Kindy enrolments to be confirmed Aug/Sep.
- Some staff movements due to maternity leave.
- Some of the P&C exec and Bec to do the online training for teacher interviews.
- Action item for principal to send through the details for completing the training.
- Painting nearly finished up and looks like a very good job.
- School has been reviewing funding priorities and some of the key items are ready to be reviewed and approved immediately.

Motion	That \$7500 be set aside to provide new laptops to enable classroom computing programs.
Mover	Hannah Richardson
Secunder	Leah Thurecht
Result	Agreed

Motion	That \$4000 be set aside to provide additional classroom reading resources for stage 2/3.
Mover	Hannah Richardson
Secunder	Peter Bestel
Result	Agreed

Motion	That \$1500 be set aside to provide new flags/banners for sporting events at the school.
Mover	Hannah Richardson
Secunder	Leah Thurecht
Result	Agreed



Motion	That \$7500 be set aside for updating school signage and directional signs around the school, with permanent durable signs.
Mover	Hannah Richardson
Seconders	Kylie Couper
Result	Agreed

Item 4 Treasurer's Report – Kylie Couper

- See attached financials for July.

Item 5 New Business

5.1 Book week - Hannah Richardson

- Hannah has already met with Susie Ferris to start on this process.
- Arrangements being made for food and P&C will be reimbursed from takings on the day.
- Year four is to be working on this task.
- Jillian Wolfe will coordinate kids to assist.

Motion	That \$500 be allocated to allow for purchase of food for the book week special event.
Mover	Hannah Richardson
Seconders	Peter Bestel
Result	Agreed

5.2 Father's Day - Hannah Richardson

- Will probably need to have kids to spend time during book week week - Friday 24th

Motion	That \$1000 be allocated to allow for purchase of materials and services to complete the father's day presents.
Mover	Hannah Richardson
Seconders	Leah Thurecht
Result	Agreed



5.3 Paving stone hazard - Kylie Couper

- Kylie brought some pictures of many missing bricks and edging from the front of the school playground.
- The missing materials are a significant trip hazard.
- Action item for the school to review and correct the problem.

5.4 Miscellaneous - Peter Bestel

- Follow up on the Garage Sale Trail in October, as the date conflicts with the new date for the Trivia Night.
- The details on cleaning up the hill at the Trafalgar Street gate of the school are being finalised, but all agree it is a useful project.

Motion	That \$1000 be allocated to allow for materials to complete the landscaping work at the rear of the school.
Mover	Peter Bestel
Seconder	Hannah Richardson
Result	Agreed

Item 6 Sub-Committee Reports

- No reports.

Item 7 Next P & C Meeting – General Meeting – 28th August 2018

Meeting closed at 9:05pm

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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