

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

Chair: Rebecca Wainscoat

Date: 25th June 2019

Time: 7:30 pm

Venue: Annandale Public School Library

Minutes: 2019 06 25 GM

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

Meeting declared open by Rebecca Wainscoat – Vice President

Attendance – 6

Lisa Lupton, Rebecca Wainscoat, Leah Thurecht, Rosemary Donald, Lucy Lavery, Peter Bestel

Apologies

Lyn Jones, Kylie Couper



Annandale Public School P&C

P&C email

apspandc@apspandc.com.au

P&C website

apspandc.com.au

P&C pages on the school website

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

Join the P&C Facebook page

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General Agenda

1. President's welcome – Minh Huynh
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 – Lisa Lupton
4. Treasurer's Report – Rosemary Donald
5. General Business
 - 5.1 Recycling boxes - Peter Bestel
 - 5.2 Update on uniform tracking RagTagD - Rosemary Donald
 - 5.3 Update on Father's Day - Rosemary Donald
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 30th July 2019



Minutes

Item 1 Welcome – Rebecca Wainscoat

- Welcome to members and staff.

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, 2019–05-28, be accepted as a true record.
Mover	Peter Bestel
Seconder	
Result	Not a quorum available to vote

2.3 Correspondence

- Woolworths Earn and Learn is finishing up. Need to collect the boxes from the stores and get the sticker sheets filled out. Rosemary will collect the Leichhardt box and Peter the Marrickville. Stickers have been being put onto the sheets in the front office by the kids.
- Received a note from Suzy Small that the Yates Garden Grant had been submitted and we could expect results by 25/07.
- Received a note from Inner West Council that they had run out of road safety supplies and we could expect ours in term 3.

2.4 Action Item Updates from last meeting

- Action item for P&C secretary - determine what to do with APS Showcase video - in-progress.
- Action item for P&C secretary - Want old books cleaned out of rooms next to principals office - action for a later date.
- Action item for P&C secretary - Need to organise a walk around the school to check on gardens, plants, gutters, drains and cracks in concrete - not done (shall proceed in term 3).
- Action item for P&C secretary - buy bulk coffee cups when available - not done.
- Action item for P&C secretary - Chase up when outstanding items for road safety to be delivered - done.
- Action item for P&C secretary - Want 40 zone picture back on the school sign for drop off and pick up times - not done.
- Action item for P&C secretary - send links for Kiss and Go Zone to Lisa - done.



- Action item for P&C secretary - Get quote for air conditioning / work on window frame to make the shop workable in summer - not done.
- Action item for Principal - Look at getting the uniform shop cleaned regularly - not done.

2.5 Membership Administration

- No actions.

Item 3 Principal's Report – Lisa Lupton

- Lisa gave a big thank you to the open day volunteers.
- Major works happening in classrooms over the holidays (4 sinks, water, etc.)
- Some updates coming around assessing students.
- NAIDOC day celebrations coming up.
- Anti-racism contact officer being updated within the school - details coming.
- New electronic sign in / sign out system in the school office.
- School looking at automatic notifications for student attendance.
- Stretcher Care for temporary accommodation being looked at.

Item 4 Treasurer's Report – Rosemary Donald

- See attached financials for June.
- Quiet month with incoming money from uniform shop.



Item 5 New Business

5.1 Recycling boxes - Peter Bestel

- The P&C received a note from Jane Mildenhall around the recycling boxes in the office and maintaining them.
- We do want to keep maintaining the recycling boxes for pens and cosmetics.
- Look to vote ongoing purchase of recycling boxes and a procedure for checking, sending off and replacing for the P&C.
- The P&C will start checking on the boxes, as they are a worthwhile initiative.

5.2 Update on uniform tracking RagTagD - Rosemary Donald

- May look to slowly phase this out, due to restrictions on uniform supplier and included tags.
- We still seem to have a lot of lost property and have not received any feedback that people are having success with tracking lost items.
- Action item for secretary to check on reporting interfaces that were promised by RagTagD and see if they are in place.

5.3 Update on Father's Day - Rosemary Donald

- Father's day concept is being worked on prior to gifts being organised.

5.4 Other Business

- The athletics carnival is coming up and we need to start planning the BBQ, supplies and volunteers for the day.
- Check with Nathan Stares that the BBQ is required.
- Check around the showcase and how the video will be prepared this year.

Item 6 Sub-Committee Reports

6.4 - Traffic

- Traffic zone items still pending from council. They have indicated that they have run out and the materials will be delivered in term 3.

Item 7 Next P & C Meeting – General Meeting – 30th July 2019

Meeting closed at 8:45 pm

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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