

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

**Chair:** Stephanie Wee

**Date:** 27th May 2021

**Time:** 7:30 pm

**Venue:** Online Meeting, RSVP Required

**Minutes:** 2021 05 27 GM

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

**Meeting declared open by Stephanie Wee – President**

**Attendance – 11**

Rosemary Donald, Kim Musznig, Stephanie Wee, Rebecca Wainscoat, Carla De Angelis, Tara Pooley, Suzy Small, Natasha Leist, Alice Harrington, Bin Li, Peter Bestel

**Apologies**

Lisa Lupton, Hannah Richardson, Tanya Franic, Lyn Jones, Max Joscelyne



Annandale Public School P&C

**P&C email**

[apspandc@apspandc.com.au](mailto:apspandc@apspandc.com.au)

**P&C website**

[apspandc.com.au](http://apspandc.com.au)

**P&C pages on the school website**

[annandale-p.schools.nsw.edu.au/p-c](http://annandale-p.schools.nsw.edu.au/p-c)

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## General Agenda

1. President's welcome – Stephanie Wee
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 Showcase update - Bin Li
  - 5.2 SRC Fundraiser ideas - Rosemary Donald
  - 5.3 Sports Uniform update - Rosemary Donald
  - 5.4 Fathers Day discussion and plans - Rosemary Donald
  - 5.5 Working bee planning - Peter Bestel
  - 5.6 Playground update - Peter Bestel
6. Next Meeting – AGM followed by GM - Thursday 24th June 2021

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 – Stephanie Wee

- Stephanie welcomed all members and staff.
- Welcome to Country “We acknowledge the Traditional Owners of the country on which we meet today, the Gadigal people of the Eora nation, and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.”

### 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

<b>Motion</b>	That the minutes from the previous general meeting, 2021–04–29, be accepted as a true record.
<b>Mover</b>	Peter Bestel
<b>Seconder</b>	Rosemary Donald
<b>Result</b>	Passed.

#### 2.3 Correspondence

- Perfect match correspondence regarding art work has been received and is being processed by the P&C. There is a meeting coming up between the council, artist and P&C.
- Lucia has requested assistance for preparation of the ground in the garden area prior to NAIDOC week.
- Lucia has requested some review of purchase plans for new appliances in the kitchen, after a number have failed recently



## 2.4 Action Item Updates from last meeting

- Action item for Principal - need an update on the rebuilding of the unsafe retaining wall at the entrance into the pre-school - not done - not what we expected and Lisa to check through job reports to find out what the report says.
- Action item for P&C - look into request from community on works to be conducted to clean up the top level playground, near the Johnson Street entrance to the school - pending - done and quote pending.
- Action item for principal - check on the state of steam cleaning of the toilet fixtures and walls - not done.
- Action item for principal - engage with the SRC to get ideas for the toilets for older students - done - information sitting with the school.
- Action item for P&C to follow up and find out what is happening (lollipop person) - pending Lisa.
- Action item for the P&C to follow up on when the fixes are coming (Scully and playground cabinets) - no date supplied as yet.
- Action item for the P&C secretary to add the event (working bee) to the school sign - done.
- Action item for the P&C secretary to add the tasks list (working bee) to the web site and send out an email pointing to it - done.
- Action item for the P&C to review previous invoices / artwork for the uniform supplier for sports uniforms to replace the school PSAA uniforms. (<http://www.ssashirts.com.au/>) - done.

## 2.5 Membership Administration

- No new members.

## Item 3 Principal's Report – Carla De Angelis

- There were a number of updates on assets around the school.
- Spotless visited and confirmed works to be completed on the Johnston street entrance walkway (check with Lisa on the scope of this work).
- Spotless also reviewed some peeling paint and broken lights and planning to fix.
- Spotless reviewed the roof on aftercare and agreed a larger piece of work is required to correct properly.
- Spotless will again review the works required on the pre-school retaining wall.
- There are a number of events coming up for the school next month.
- NAIDOC celebration is coming on 24/06.
- In the Spotlight dance festival coming up 08/06 at the Seymour.
- Music camp coming up 10-11/06.
- Staff learning - professional learning on quality teaching is ongoing.
- Training on managing a gifted and high potential program is currently running.
- Literacy, numeracy and fluency training is currently running and ongoing.
- Maths training for K-2 and 3-6 is currently running.



- Pre-school mothers day morning tea is this Friday at 9am.
- Carla and Tara presented on the PBL methodology and progress around implementing this consistently through the school. See <https://education.nsw.gov.au/student-wellbeing/attendance-behaviour-and-engagement/student-behaviour/positive-behaviour-for-learning>
- The presentation included incentives and discipline for the classroom/
- The school is updating procedures to ensure consistency across all classrooms and teachers, including casuals and relief.
- The process to move from current procedures to PBL will be ongoing for some time.
- As part of the presentation the meeting reviewed the basic inputs, limits and who gets involved when.
- A very useful and interesting presentation.

#### Item 4 Treasurer's Report – Rosemary Donald

- See attached financials for May.
- A huge thanks to Rose, Hannah, Kim and Sau Ching for all of the work on the Mother's Day presents.

#### Item 5 New Business

##### 5.1 Showcase update - Bin Li

- Bin outlined the shortening of the performances discussion with the music program.
- Agreed to reduce slightly to make it more feasible to keep producing the video.
- Want to also reduce the skits as the talking goes on for a long time.

##### 5.2 SRC Fundraiser ideas - Rosemary Donald

- The SRC are keen to run some fundraising to leave a legacy project / service in place for the school.
- An idea is that they would like to get fundraising in place for a water fountain and would like the P&C to mirror whatever can be raised with a donation.
- This is a great idea and the P&C are happy to participate and cover additional costs.
- Action item for P&C secretary - get quotes from FSHS on fountain installation and supplier.
- Action item for P&C treasurer - check in with Nathan Stares on how to discuss with the SRC and move the project along.
- There was some discussion on function and location.
- This may be expensive and need to determine whether more than one (upper + lower playground) is required.
- Requires planning with the school and an installation company over location and final costs.



### 5.3 Sports Uniform update - Rosemary Donald

- A review of the current cross country uniforms shows them to be very good.
- P&C reviewed other options for other clothing for other school sports.
- Currently in discussion with the school around sets needed and options.
- Action item for P&C treasurer - to keep discussing with Nathan and Brook and review numbers needed.
- As estimate of cost is \$1500-3000 to purchase another set of 50 uniforms.
- Will review again when a decision is made and quote obtained.

### 5.4 Fathers Day discussion and plans - Rosemary Donald

- The Mother's Day project was a lot of work by a small number of people.
- Some discussion on how to encourage more volunteers to participate.
- Some discussion on how do we get more Dad's involved?
- Some discussion around why mums run mothers day and fathers day.
- Discussed whether the effort should be put in for a small fundraiser or just a coffee cart and snacks.
- Discussion ongoing around fundraiser vs. recognition or both.

### 5.5 Working bee planning - Peter Bestel

- The working bee date is now June 20th.
- The tasks were discussed and the general layout of the day.
- Bin has come up with a wonderful idea for the working bee trailer and he can go ahead with this
- Need to add Trafalgar Street wall prep and toilet wall prep.
- Action item for P&C secretary to make sure that the event is on the school sign.
- Action item for the principal - ask for the SRC to assist in getting participants.
- Need to check with Max on the Bunnings angle for help and materials.
- Jobs and other information is currently up on the P&C web site.

<b>Motion</b>	That \$300 be set aside for food for the working bee.
<b>Mover</b>	Peter Bestel
<b>Seconded</b>	Rebecca Wainscoat
<b>Result</b>	Passed.



## 5.6 Playground update - Peter Bestel

- Provided update on grants for top and bottom play grounds.
- We are still trying to resolve obtaining quotes and agreeing on works for both sites.
- Metro Renewal grant is covering the bottom playground works.
- CBP grant is covering the top playground works.

## 5.7 Other business - various

- The fundraiser tshirt designs are currently being tweaked and all is proceeding well.
- Working with the printer to get a print run ready.
- Expecting \$10 @ cost and \$35 to the community, but some of this depends on colours.
- Quotes currently planned for black plus white shirts.
- Want to also consider red, yellow, green and blue for the sports carnival.
  
- The compressor in the school sports kit shed needs to be checked, as it is not working. Ben is assisting and we need to decide whether there is a replaceable parts failure or a bigger problem requiring complete replacement.
- Action item for the P&C - review compressor.
  
- There was some discussion around date and day changes for meetings - alternating month to month could be confusing. Resolved that meetings will now always be the last Thursday of the month.
  
- There was some discussion on positions with the AGM coming up and verifying that we have at least enough people interested to form a committee.

## Item 7 Next P & C Meeting – AGM and General Meeting – 24th June 2021

*Meeting closed at 9:27 pm*

Regards

**Peter Bestel**

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

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**Email [apspandc@gmail.com](mailto:apspandc@gmail.com)**



Annandale Public School P&C

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