

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

Chair: Stephanie Wee
Date: 29 July 2021
Time: 7:30 pm
Venue: Online Meeting, RSVP Required
Minutes: 2021 07 29 GM
Re: General Meeting Minutes (Motions, Actions and Outcomes)

Meeting declared open: Stephanie Wee – President at 7:32 PM

Attendance – 9

Rosemary Donald, Kim Musznig, Stephanie Wee, Rebecca Wainscoat, Lisa Lupton, Peter Bestel, Tanya Franic, Max Joscelyne, Sau Ching Seto

Apologies

Natasha Leist



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 Teachers Gift
 - 5.2 Insurance – Rebecca Wainscoat
 - 5.3 T4L Points – technology – Natasha Leist
 - 5.4 Term 3 Plans - Stephanie Wee
 - 5.5 Trafalgar Street Mural Update - Stephanie Wee
 - 5.6 T-shirt Update - Tanya Franic
 - 5.7 Local Election - Rose Donald
 - 5.8 Playground update
6. Next Meeting – GM - Thursday 26th August 2021

Please feel free to email 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 – Rebecca Wainscoat

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, 2021–06-24, be accepted as a true record.
Mover	Rose Donald
Seconder	Peter Bestel
Result	Passed.

2.3 Correspondence

- Insurance – renewal notice – to be discussed under item 5.
- Ongoing correspondence regarding Trafalgar Street Mural – to be discussed under item 5.5

2.4 Action Item Updates from last meeting

- Action items not discussed due to school holidays and Greater Sydney lockdown reducing ability to act on action items since last meeting. To be reviewed at next meeting. Items copied below from last month for reference:
 - 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 has checked and it is an open job under Spotless.
 - Action item for principal - check on the state of steam cleaning of the toilet fixtures and walls - update pending
 - 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)
- Lisa reported that we are next on list for allocation of worker, however this can be a lengthy process
- Action item for the P&C to follow up on when the fixes are coming (Scully and playground cabinets) - no date supplied as yet, P&C and Lisa continue to chase.

2.5 Membership Administration

- New membership year has commenced. 8 Membership forms have been received. Reminder that new membership forms are required for anyone who would like to be a voting member of the P&C.

Item 3 Principal's Report – Lisa Lupton

- Trafalgar Street Mural has been on hold due to covid restrictions. Lisa will speak with Susie Ferris (Librarian) regarding historical aspects of area.
- Learning ideas to support students have been discussed. Lisa discussed that learning from home is different to learning at school. Staff are discussing ways to best support students and families.
- Playground update – Lisa has spoken with assets and confirmed we can proceed to next stage on Johnston Street playground upgrade. Currently waiting on construction restriction to be lifted to allow final planning meeting.

Item 4 Treasurer's Report – Rosemary Donald

- See attached financials for July.

Item 5 New Business

5.1 Teachers Gift

- Discussed that the school community would like to say a 'Thank You' to teachers similarly to how we did in 2020 during home-schooling and sought advice from Lisa around what may be appropriate.
- Lisa confirmed staff are coming in one day per week on a roster, and she feels vouchers similar to last year may be well received however she will seek some feedback. Lisa will provide staff numbers and
- Discussed that some parents have already organised a thank you to staff separately from P&C.

5.2 P&C Insurance – Rebecca Wainscoat

- Discussed that P&C Federation Membership and insurance is now due. Forms have been submitted with invoice pending. Total costs unknown but based on last year likely to be around \$1000.



Motion	That \$1200 be allocated for insurance and P&C Federation membership so invoice can be paid once received.
Mover	Rebecca Wainscoat
Seconders	Peter Bestel
Result	Passed.

5.3 T4L Points – Technology – Natasha Leist

- Item delayed until next month as Natasha Leist unable to attend meeting.

5.4 Term 3 Plans – Stephanie Wee

- General discussion held around what Term 3 events can still be held in context of covid lockdown and home-schooling.
- Showcase – may still be filmed if possible, however will be able to allocate funds and discuss further at later date. Will not be able to proceed at Enmore.
- Book Week – discussed whether this can go ahead in modified form. Lisa will discuss with Susie Ferris regarding whether we could have authors visit via Zoom sessions to engage students. Lisa will advise P&C if costs needed at future meeting.
- Science Week – will be celebrated via online methods.
- World Teachers Day is October 29 2021 – Lisa to double check if this is the same for Australia / NSW.
- Fathers’ Day events – cannot go ahead due to current restrictions. Discussed that in lieu of arranging Fathers’ Day breakfast etc, the P&C would like to donate money to a men’s charity.

Motion	That the P&C donate \$500 to men’s charity such as Movember in place of funds usually spent on Fathers’ Day event.
Mover	Stephanie Wee
Seconders	Tanya Franic
Result	Passed.

5.5 Trafalgar Street Mural Update - Stephanie Wee

- Works have been halted due to lockdown restrictions. P&C will need to go through some ideas for new design. Steph will collate ideas. Discussion that P&C would like to keep design simple.

5.6 T-shirt Update - Tanya Franic

- P&C consulted many organisations around wording for acknowledgement of country. Settled on “Always Was, Always Will Be Aboriginal Land”.



- Some t-shirts have been ordered in house colours – not yet printed.
- Discussion around pricing and confirmed pricing of \$25 for child sizes, \$35 for adult sizes.

Motion	That \$2 from every t-shirt purchased will be spent on Aboriginal or First Nation initiatives.
Mover	Max Joscelyne
Secunder	Stephanie Wee
Result	Passed.

- Discussion was held around colours of adults' size t-shirts and decided this will be left to the organisers (Tanya and Kim) to decide.

5.7 Local Election - Rose Donald

- Local election has been delayed until December 4th. Likely to also be the same day Christmas Trees are delivered. Further planning will be needed once we know what restrictions are likely to be in place.

5.8 Playground Update

- Due to construction ban in place project has been on hold. Peter and Lisa to arrange meeting with construction company once possible. Extra details still to be decided. Peter will email the grants people to see if an extension is possible due to covid delays.
- Grant money (\$50000) has arrived in P&C account.

Motion	That \$50000 grant money be spent on the playground upgrade.
Mover	Peter Bestel
Secunder	Rebecca Wainscoat
Result	Passed.

5.9 Committed Funds – Rosemary Donald

- Rose discussed that she has outlined in treasurers report the likely funds needed for projects in 2022 for planning purposes due to reduced fundraising options.

Motion	That \$18000 be held as documented in treasurers report as committed funds.
Mover	Rosemary Donald



Motion	That \$18000 be held as documented in treasurers report as committed funds.
Secunder	Tanya Franic
Result	Passed.

5.10 Other business - various

- (Peter Bestel was asked to leave meeting prior to discussion). Discussion held around purchasing a “Thank You” gift for the outgoing secretary, Peter Bestel, who was on P&C Executive from 2013-2021. Bec to arrange gift.

Motion	That \$300 be allocated to purchase of gift for Peter Bestel.
Mover	Rosemary Donald
Secunder	Tanya Franic
Result	Passed.

Item 6 Next P & C Meeting – AGM and General Meeting – 26 August 2021

Meeting closed at 9:02 pm

Regards

Rebecca Wainscoat

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

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