

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

**Chair:** Stephanie Wee  
**Date:** 26 August 2021  
**Time:** 7:30 pm  
**Venue:** Online Meeting, RSVP Required  
**Minutes:** 2021 08 26 GM  
**Re:** General Meeting Minutes (Motions, Actions and Outcomes)

**Meeting declared open:** Stephanie Wee – President at 7:35 PM

### Attendance – 10

Rosemary Donald, Kim Musznig, Stephanie Wee, Rebecca Wainscoat, Lisa Lupton, Peter Bestel, Tanya Franic, Max Joscelyne, Leah Thurecht, Emily Moylan

### Apologies

Nil



## General Agenda

1. President's welcome – Stephanie Wee
2. Secretary's Report – Rebecca Wainscoat
  - 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 – Rosemary Donald
  - 5.2 HEPA Filters / Ventilation – Rebecca Wainscoat
  - 5.3 T4L Points technology – Natasha Leist
  - 5.4 APS P&C Bank Account – Rosemary Donald
  - 5.5 Year 6 Celebration Plans – Rosemary Donald
  - 5.6 T-shirt Update - Tanya Franic
  - 5.7 Playground update – Peter Bestel
  - 5.8 Other Business
6. Next Meeting – GM - Thursday 28<sup>th</sup> October 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 – Rebecca Wainscoat

**2.1 Apologies** – nil 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, 2021–07-29, be accepted as a true record.
Mover	Rebecca Wainscoat
Secunder	Peter Bestel
Result	Passed.

#### 2.3 Correspondence

- Insurance – certificate of currency received following payment.
- Christmas Trees – we had to respond to a request regarding whether we would participate in the School Trees fundraiser again this year. Executive agreed and committed to 80 trees minimum order. Steph can organise on the delivery date, Tanya will organise the flyer, Peter will arrange A5 paper for printing. Can hopefully be done at school.

#### 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 what we expected and Lisa had checked and it is an open job under Spotless. Lisa has raised with assets - Pending
- Action item for Principal - check on the state of steam cleaning of the toilet fixtures and walls – cleaning has happened, however will need to be reviewed prior to painting as painting delayed due to COVID-19 restrictions.
- Action item for Principal - engage with the SRC to get ideas for the toilets for older students - done - information sitting with the school. Pending, SRC has not been meeting due to COVID-19 restrictions.
- Action item for P&C to follow up and find out what is happening (lollipop person) – Lisa confirmed this has happened – we now have a lollipop person at Trafalgar St!
- Action item for the P&C to follow up on when the fixes are coming (Scully and playground cabinets) - Still no update. Lisa will chase one more time then Steph will write to them on behalf of P&C.



- Action item for the P&C – Steph to collate ideas for Trafalgar Street Mural -pending
- Action item for the P&C – Money as agreed to be donated to Movember in lieu of Fathers’ Day celebrations. Rose will complete this. Bec to notify community in newsletter
- Water Fountains proposed by SRC and requested P&C help with funds. SRC to consider options and come back to P&C with proposal– pending. Leah requested that SRC be given opportunity to meet online via their teacher lead – Lisa will request this with teaching staff.

## 2.5 Membership Administration

- 2 new financial members since last meeting.

### Item 3 Principal’s Report – Lisa Lupton

- COVID-19 update – NSW Premier to make announcement tomorrow and there will be a webinar for principals following that. Lisa will update community when able.
- Science week – very successful. Masterchef contestants who were guest judges very impressed with entries.
- Book Week – also very successful and lots of positive feedback from author talks, performance and costumes. Lisa thanked P&C for their support.
- Wear-it-purple day is planned tomorrow and school captains have been made video message
- Naplan Results will be sent via email to parents this week. Positive signs that no significant difference in academic results have been found overall due to lockdowns. This was supported by a study from Newcastle Uni. Impact on teacher and student wellbeing was evident.
- Discussion held around SRC and Leah requested the SRC be supported to meet over Zoom to allow them to leave their legacy. Lisa will arrange with the SRC teacher lead.

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

- See attached financials for August

<b>Motion</b>	That the \$1000 for Athletics Day BBQ be released.
<b>Mover</b>	Rebecca Wainscoat
<b>Seconder</b>	Rose Donald
<b>Result</b>	Passed

### Item 5 New Business

#### 5.1 Teachers Gift – Rosemary Donald

- Rose raised several options for a teacher gift and these were discussed with feedback from Lisa sought. Agreement reached that a voucher for all staff members (including support staff) similar to last year arranged with two local cafes would be most suitable as caters for all staff and has added benefit of supporting local businesses that have



been supportive of APS. Lisa mentioned that some staff are currently unable to attend school so vouchers should be made to last until at least end of the year to ensure all staff are able to use.

<b>Motion</b>	That we allocate \$1400 to gifts for APS staff.
<b>Mover</b>	Rose Donald
<b>Seconder</b>	Kim Musznig
<b>Result</b>	Passed

### 5.2 HEPA Filters / Ventilation – Rebecca Wainscoat

- Raised idea that assessing ventilation and looking into options such as HEPA filters would be beneficial in environment of COVID-19 pandemic and pollution from fires. Lisa has looked into options for filters on our current air conditioning units. They do not have capacity at present to have HEPA filters installed as this will result in too much demand on system. Discussed that it is currently unknown what the department will be doing across all schools.
- Action items - Lisa to see if this will be raised at Principals meeting.
  - Peter to write to P&C federation to ask for advocacy to department
  - Lisa to ask Mike (GA) to audit ventilation in each room; can windows open etc.

### 5.3 T4L Points technology – Natasha Leist

- Item deferred to next meeting as Natasha not present

### 5.4 APS P&C Bank Account – Rosemary Donald

- Item deferred to next meeting as Rose waiting on some additional information

### 5.5 Year 6 Celebration Plans – Rosemary Donald

- Discussion held around COVID-19 impact on usual year 6 celebration events. Due to uncertainty on what restrictions will be in place later in the year, unable to plan yet. Lisa will discuss alternative options with Stage 3 teachers and report back at next meeting regarding any action items. Discussed that P&C would be open to supporting events if needed due to restrictions.

### 5.6 T-shirt Update - Tanya Franic

- Tanya and Kim provided update. Waiting on printers to print designs on t-shirts. Need to work on launch. Tanya will look at publicising on Christmas Tree flyers for distribution to local residents and sale on date of Christmas Tree collection.
- Max will look at Flexischools options for sale to general public.



## 5.7 Playground update – Peter Bestel

- Peter provided update from last meeting with construction company and talked through plans. Action items for Peter to update Aftercare on design and chase construction company to lock in timing for works.

## 5.8 Other Business

- Showcase – question asked about what will happen. Still unclear – may be able to be filmed depending on restrictions in term 4.
- Book Week - P&C members thanked the teachers for the flexibility in adapting Book Week to meet restrictions. Discussed that lack of revenue to library due to P&C normally donating proceeds from treats for students to library and lack of onsite fair where parents could buy books for library.

<b>Motion</b>	That \$1000 be donated to school library to purchase books.
<b>Mover</b>	Rosemary Donald
<b>Seconder</b>	Max Joscelyne
<b>Result</b>	Passed

- Library loans – Leah raised question whether it would be possible to allow students to borrow books from school library. Lisa will follow up. May not be possible due to NSW Education department restrictions – but Lisa will look into it.
- Where's Wally Hunt – Kim raised that local parents have started a Where's Wally Hunt around Annandale as a lockdown activity. This has received publicity both locally and internationally and Kim has been contacted by the Australian publisher who is sending her books as a thank you. Kim would like to donate the books to the library. P&C members felt this was a lovely community-building activity and will put in their section of newsletter.
- Australian Teachers Appreciation Day – will be October 29<sup>th</sup> – P&C wish to move ahead with vouchers now. Discussed that teachers have really loved messages from families. Would be lovely to collate messages from students/families.

## Item 6 Next P & C Meeting – 28 October 2021

*Meeting closed at 09:13 pm*

Regards

**Rebecca Wainscoat**

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

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Annandale Public School P&C

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