

Annandale Public School Parents & Citizens Association Minutes of General Meeting

Chair: Stephanie Wee
Date: 28 October 2021
Time: 7:30 pm
Venue: Online Meeting, RSVP Required
Minutes: 2021 10 28 GM
Re: General Meeting Minutes (Motions, Actions and Outcomes)

Meeting declared open: Stephanie Wee – President at 7:30 PM

Attendance – 10

Rosemary Donald, Kim Musznig, Stephanie Wee, Rebecca Wainscoat, Lisa Lupton, Peter Bestel, Tanya Franic, Max Joscelyne, Bin Li, Tara Hashambhoy

Apologies - 0



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 T-shirt Update – Kim Musznig
 - 5.2 Ventilation and Air purifiers
 - 5.3 Insurance
 - 5.4 Showcase
 - 5.5 Music Bursaries – Tara Hashambhoy
 - 5.6 Big Night Out – Tara Hashambhoy
 - 5.7 Instrument Zoo – Tara Hashambhoy
 - 5.8 Perfect Match Grant Update
 - 5.9 Westconnex Grant Update - Rose
 - 5.10 Kitchen Garden Tea Towels – Lucia Cavadini-Bell
 - 5.11 Election
 - 5.12 Christmas Trees
6. Next Meeting – GM - Thursday 25 November 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 – nil communicated to the Secretary (as listed above).

2.2 Table minutes from last meeting

Motion	That the minutes from the previous general meeting, 2021–08-26, be accepted as a true record.
Mover	Rebecca Wainscoat
Seconder	Tanya Franic
Result	Passed.

2.3 Correspondence

- Insurance – to be discussed in later item.
- Fundraising flyers starting to come in.

2.4 Action Item Updates from last meeting (Not discussed today; will need updating in November meeting, copied 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 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 - with SRC
- 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
- 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.
- Outdoor power points – Peter had proposed four outdoor power points to be installed to assist with outdoor events and working bees. Lisa was to obtain quote.



2.5 Membership Administration

- No new members

Item 3 Principal's Report – Lisa Lupton

- Terrific response from students regarding return to school.
- Swim scheme – hoping to arrange this year for year 2 and 3. School investigating.
- Thank you to teachers – will be celebrating World Teachers' Day.

Item 4 Treasurer's Report – Rosemary Donald

- See attached financials for September
- Agreed remainder of funds from teachers' gift can return to general funds.

Item 5 New Business

5.1 T-Shirt Update – Kim

- Kim and Tanya provided update on sales and approximate costs.
- Require additional funds for t-shirt pre-orders.

Motion	That another \$1000 be allocated for t-shirt pre-orders.
Mover	Rose Donald
Seconder	Kim Musznig
Result	Passed

- Will aim to sell extra stock at local election and Christmas Tree collection day
- Lisa will check with AEC regarding whether we can hold a stall at the local election.
- \$3000+ profit from this pre-order.
- Rose suggested that in future we can treat like normal uniform supplier for orders – agreed by group. Executive to determine best strategy.

5.2 Ventilation and Air purifiers

- Steph summarised the P&C Federation webinar which reported that ventilation best achieved through windows and doors being open.
- Lisa confirmed principals have received same advice.
- APS has had six air purifiers allocated for certain rooms based on audit results.
- Back-up units are available from department and will be allocated to schools when impacted by bushfires etc.
- If P&C were to purchase units, the P&C would be responsible for upkeep.
- Agreed that the P&C would be happy to support access to supply of covid resources if there was something the school required.



- Lisa provided update on current process if a covid positive case was detected at the school.

5.3 Insurance

- Have received additional insurance invoice for property cover. Discussion was held around risk and decision made that property insurance is not required at this time.

5.4 Showcase

- Lisa reported that APS has requested dates for next year from Enmore Theatre.
- Discussed this year options and advised that Principal discussed with P&C executive, teachers and some parents with general feeling that this year many students found it difficult to engage with learning the dances over Zoom, with a video performance potentially placing unnecessary pressure on families.

5.5 Music Bursaries - Tara Hashambhoy

- Tara discussed how bursaries have been used this year and in previous year. Agreed that the school should have flexibility to decide on how bursaries are used going forward e.g. as four part-funded bursaries, or two full-funded bursaries.

5.6 Big Night Out - Tara Hashambhoy

- Tara advised that Big Night Out is proposed to continue on the same date as planned – however will be an online event only.
- Discussed that P&C normally provide BBQ as a community engagement event, and it is not a significant fundraiser. No need for the P&C to be involved in the running of the online event as costs associated with attending Big Night Out are collected by the school for the music program.

5.7 Instrument Zoo - Tara Hashambhoy

- Agreed that the P&C Zoom meeting link can be available for the Instrument Zoo prior to the next scheduled P&C meeting. Instrument Zoo will be from 7pm, with P&C General Meeting commencing at 7:30pm.

5.8 Perfect Match Grant Update – Stephanie Wee

- No update has been received by P&C or Lisa. Steph will chase.

5.9 Westconnex Grant – Rosemary Donald

- Rose outlined Westconnex grant that is available for up to \$10000. Discussed that this could potentially be sought to fund stone elements / reading area of proposed Johnston St playground upgrade. Rose will continue investigations and discuss with executive.

5.10 Kitchen Garden Tea Towels

- Lucia sells tea towels as a fundraiser for the Kitchen Garden Program and requires costs covered for printing.



Motion	That \$1010 be allocated to fund the printing costs for Kitchen Garden products
Mover	Rebecca Wainscoat
Seconder	Tanya Franic
Result	Passed

5.11 Christmas Trees

- Student Leadership Team (SLT – previously known as the SRC – Student Representative Council) are taking over the Christmas Tree fundraiser initiative. Discussed we will likely need six kids to assist on the day of collection, along with adults to cut trees and supervise. Rose will liaise with Nathan Stares (SLT Teacher)

5.12 Playground Update

- Stage 2 &3 have been discussed with Lenka (aftercare) and Lisa with both happy to contribute to funding.
- Stage 1 is hopefully to proceed soon pending appropriate approvals etc.
- Peter will keep communication open with ULP (provider)

5.12 T-shirt Distribution

- Kim to discuss how to arrange distribution to t-shirts in appropriate manner with Lisa.

Item 6 Next P & C Meeting – 25 November 2021 to be proceeded by Instrument Zoo at 7pm.

Meeting closed at 09:02 pm

Regards

Rebecca Wainscoat

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

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