



**SVAPA Parent Support Group
Minutes of Term 3 Meeting 2
Thursday 4th September 2025
in Green Room of Tricycle Theatre**



Meeting opened at 6.30pm

Attendees

Kristy Riches	Mandy Greenman	Shahna Gallagher	Peter Cardy	Michelle Lehmann
Andrea Cook	Tracey Keary	Eleanor Peters		

Apologies

Cassie Netolicky	Preety Ramdoyal	Julie Eglin	Katherine MacArthur	Kathi Moeller Lima
Genevieve Wilkins	Rebecca Thomson			

Welcome, acknowledgement of country and introductions

Thank you to Mandy for the Acknowledgement of Country. I respectfully acknowledge the Traditional Owners of the land on which we are meeting today, the Yabbaru Bibbulman Noongar land, specifically in the area known as "Jinjeejerdup" which translates to "place of the honeyeater" and pay my respects to their Elders past and present.

Conflicts of interest

None

Minutes of Previous Meeting

Motion by Kristy moved to pass the minutes of the previous meeting, seconded by Mandy, all in favour.

Actions Arising from Last Minutes

None

Teachers Report

The weekend workshop has been postponed until after the SVAPA camp, as approximately 15 students and staff have advised clashes with weekend grand final sports. The new date has been tentatively booked for 8th November 2025; however, confirmation is required to ensure it does not clash with Year 11 exams and Tiny Works. Shahna will provide email confirmation in due course.

The rehearsal schedule for Tiny Works is being worked on and will be provided by Mitch soon. Shahna would like to point out that it has been a disruptive term, with numerous illnesses, camps, and excursions. Due to this, it would be great if Year 9 parents could ensure that rehearsals are not missed. Year 9 students have started writing their grants, moving forward to funding. The next step is for an external assessor to review and either approve or decline the grants. This is a great life experience for the students, as while it is hoped that all students will receive approval, this is not guaranteed. Shahna will confirm the process for purchasing the gift cards.

It has been a busy term for the music department. The jazz and vocal concert on Monday featured many SVAPA students and included musical theatre excerpts performed by SVAPA students. It was an overall success, and plans are in place to expand next year, so logistics, funding, and the timetable are being discussed. The choir festival is this weekend, and many SVAPA students have been involved in assembly concerts and various concerts. The classical guitar concert is currently scheduled for 20th October 2025; however, this may be rescheduled as it is on the same day as the Year 12 graduation. Confirmation to follow. Shahna would like to ask if any queries regarding concerts and festivals are directed at Dijon Summers.

The SVAPA camp is scheduled for October 26th to 28th, 2025. Shahna has issued an email with preliminary details, and consent to go will follow when all details (including costings) are finalised in the next week.

Treasurers Report

Please see attached for details.

General Business

- We would like to thank Eleanor Peters for offering to coordinate the Year 9 graduation with fellow Year 9 parents and encourage the families to help where possible.
- The Welcome Night is scheduled for 30th October 2025. The catering is supplied by students. Catering is required for 80 people. Kristy is going to purchase the alcohol for the evening, and Mandy is going to buy the non-alcoholic drinks. Mandy will need to check existing soft drink supplies before purchasing further stock. Eskys and ice will need to be supplied. Mandy will supply the square for t-shirt orders. Eleanor will check if there has been a price rise for t-shirts and bags, so the committee can amend the motion for purchase if required. Mandy has provided Tara's details to Eleanor to discuss taking over the bags and t-shirts for next year.
- P&C are purchasing a Google Workspace licence so sub-committees can use Google Meet for online meetings. PSG will then need to transfer existing Dropbox files to Google. Yvette advised that this is still in progress.
- Cassie is writing detailed procedures for Midsummers and will compare costs from 2025 and 2024.
- The Arts Festival will be discussed at the next meeting.
- Shahna is going to check what is required of the committee for the Arts Festival and report at the next meeting.

New Financial Motions

- **Motion S2025.09.01** – Motion to allocate \$1800 to purchase T-shirts & bags for Year 7 2026. Raised by Mandy Greenman. Seconded by Kristy Riches. All in favour.
- **Motion S2025.09.02** – Motion to pay 2025 Tiny Works grant assessor \$300. Raised by Mandy Greenman. Seconded by Michelle Lehmann. All in favour.
- **Motion S2025.09.03** - Motion to allocate \$3000 to fund the guest artists in Term 4 2025 for Year 9 Tiny Works – Raised by Mandy Greenman. Seconded by Eleanor Peters. All in favour.
- **Motion S2025.09.04** - Motion to allocate \$900 for each Year 7 and 8 Term 4, 2025, workshop days – total of \$1800 - Raised by Mandy Greenman. Seconded by Peter Cardy. All in favour
- **Motion S2025.09.05** - Motion to allocate \$900 for the Year 9 early morning class for Term 4 2025. Raised by Mandy Greenman. Seconded by Andrea Cook. All in favour.

Other Business

The next meeting, scheduled for 30th October 2025, clashes with the Welcome Night. It is suggested that the meeting be moved to 23rd October 2025. This will be confirmed in due course.

Meeting closed at 7:50 pm

Next meeting Term 4, to be confirmed.

T3M2 SVAPA Treasurer's Report – 04/09/2025

1. Current Financial Position

Balance at Bank as reported at T3M1			\$37,266.32
Current Bank Balance as at 03/09/25			\$37,289.09
Committed Funds			\$35,853.50
Income since last report:			
01/09/2025		Interest	\$22.77
Total Income since last report;			\$22.77
Payments made since last Report:			
Nil			
Total Payments Made since last report			\$0.00
Starting Balance + Total Income - Total Payments Made:			
			\$37,289.09
Bank Balance as at 03/09/2025 from Reconciled Xero Report			\$37,289.09

2. Motions to Be Released

The following motions are not required and can be released:

- Motion 2024.1.1.4: Arts Day Festival – *Big Hoo Haa & Junkadelic* 2024, \$1700. (This event did not occur.)
- Motion S.2024.07.31.10: SVAPA T-shirts & Bags. \$700. (A subsequent motion was raised, and then paid, for the true amount which was \$1578.50)

3. Unpaid Motions that we are awaiting invoices or further information on:

I have not received any invoices for the following motions and some of them may be able to be released which would reduce the total "Committed Funds". Some of these would usually be processed directly via the school office and so invoices may still be incoming.

- Motion 2024.1.1.2: Semester 2 Saturday Master Classes (2024), \$1500
- Motion S.2024.07.31.04: Food for Tiny Works, \$650
- Motion S.2024.07.31.03: Year 7 & 8 Art Exhibition – Art Supplies, \$3000
- Motion S.2024.07.31.06: SVAPA Media/Screening Night – November 2024, \$500
- Motion S.2024.07.31.08: SVAPA End of Year Student Awards, \$165
- Motion S.2024.07.31.09: Food for SVAPA Planning Day, \$500
- Motion S.2024.07.31.07: SVAPA Year 9 Graduation Breakfast & Slideshow (Motion was for \$1150 in total = Breakfast \$650, Slideshow \$500. I have received receipts from Bek totaling \$237.40 which were for decorations and flowers, and this has now been paid. The balance of \$912.60 remains as committed funds).

2024	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Motion 2024.1.1.2	2024 T1 M1	15th February 2024	\$1500.00	Semester 2 Saturday Master Classes			\$1,500.00	
Motion 2024.1.1.3	2024 T1 M1	15th February 2024	\$600.00	Food for SVAPA Welcome Night	8/11/2024	\$158.68	\$0.00	Motion to Release 2025.03.20 (\$441.32)
Motion 2024.1.1.4	2024 T1 M1	15th February 2024	\$1700.00	Art Day Festival - Big Hoo Haa & Junkadelick 2024			\$1,700.00	
Motion 2024.1.1.5	2024 T1 M1	15th February 2024	\$450.00	Fairy Floss – Arts Day Festival	31/3/24	\$384.00	\$0.00	Motion to Release 2025.03.20 (\$66)
Motion 2024.1.1.6	2024 T1 M1	15th February 2024	\$4000.00	Hannah Davidson Assistant Director & EMC for MSND	21/8/24	\$4000.00	\$0.00	Loaded into CommBiz 21.08.2024, Paid 9/12/24
Motion 2024.1.1.7	2024 T1 M1	15th Febr 2024	\$1000.00	Visual Art Class Support	20/10/24	\$584.92	\$0.00	Motion to Release 2025.03.20 (415.08)
Motion 2024.1.1.8	2024 T1 M1	15th February 2024	\$3750.00	Complicite Workshop – SVAPA Tour			\$0.00	\$3750, Did this take place, may need to check when Moya when she returns.
Motion 2024.1.2.2	2024 T1 M2	13th March 2024	\$1500.00	Amanda Humphries 2024 Photography Services	31/3/24	\$1500.00	\$0.00	
Motion S.2024.07.31.02	2024 T3 M1	31st July 2024	\$500.00	Food for SVAPA Rehearsal – Midwinters Nights Dream	06/08/2025	\$392.90	\$0.00	\$107.10 to be released
Motion S.2024.07.31.03	2024 T3 M1	31st July 2024	\$3000.00	Year 7 & 8 Art Exhibition - Art Supplies			\$3,000.00	
Motion S.2024.07.31.04	2024 T3 M1	31st July 2024	\$650.00	Food for Tiny Works			\$650.00	
Motion S.2024.07.31.05	2024 T3 M1	31st July 2024	\$1350.00	Tiny Works Vouchers including Activation Fee	8/11/2024	\$1227.35	\$0.00	Motion to Release 2025.03.20 (122.65)
Motion S.2024.07.31.06	2024 T3 M1	31st July 2024	\$500.00	SVAPA Media/Screening Night - November 2024			\$500.00	
Motion S.2024.07.31.07	2024 T3 M1	31st July 2024	\$1150.00	SVAPA Y9 Grad Breakfast & Slideshow (Bfast \$650, Show \$500)	07/08/2025	\$237.40	\$912.60	\$237.40 reimbursed to Rebecca, ? rest can be released
Motion S.2024.07.31.08	2024 T3 M1	31st July 2024	\$165.00	SVAPA End of Year Student Awards			\$165.00	
Motion S.2024.07.31.09	2024 T3 M1	31st July 2024	\$500.00	Food for SVAPA Planning Day			\$500.00	
Motion S.2024.07.31.10	2024 T3 M1	31st July 2024	\$700.00	SVAPA T-shirts & Bags			\$700.00	
Motion S.2024.08.28.02	2024 T3 M2	28th August 2024	\$1500.00	Alex Pond – Rebranding & Media Publications	8/12/2024	\$1019.30	\$0.00	Motion to Release 2025.03.20 (480.70)
Motion 2024.11.21.02	2024 T4 M2	21st November 2024	\$1500.00	Term 1 Saturday Master Classes			\$1,500.00	
Motion 2024.11.21.03	2024 T4 M2	21st November 2024	\$1700.00	Arts Festival Day for Performers for 2025			\$1,700.00	
Motion 2024.11.21.04	2024 T4 M2	21st November 2024	\$400.00	Fairy Floss Machine hire and consumables for Arts Festival Day 2025	07/08/25	\$258.00	\$0.00	\$142 to be released

Motion 2024.11.21.05	2024 T4 M2	21st November 2024	\$1000.00	Visual Art Class Support, tools, Posca Pens etc, request from Lynda Kuntuj			\$1,000.00	
Motion 2024.11.21.06	2024 T4 M2	21st November 2024	\$1600.00	Amanda Humphries Photography 2025			\$0.00	Motion Released to release \$1600 15/05/2025, and new motion made
Motion 2024.11.21.07	2024 T4 M2	21st November 2024	\$600.00	Food for MSND SVAPA Rehearsal/Production (volunteers and Cert II crew)	07/08/25	\$557.84	\$0.00	\$42.16 to be released
Motion 2024.11.21.08	2024 T4 M2	21st November 2024	\$3000.00	Year 7 and Art Exhibition art supplies			\$3,000.00	
Motion 2024.11.21.09	2024 T4 M2	21st November 2024	\$600.00	SVAPA Welcome Night in October - catering for future parents			\$600.00	
Motion 2024.11.21.10	2024 T4 M2	21st November 2024	\$600.00	Tiny Works - Food			\$600.00	
Motion 2024.11.21.11	2024 T4 M2	21st November 2024	\$1600.00	Tiny Works - Vouchers			\$1,600.00	
Motion 2024.11.21.12	2024 T4 M2	21st November 2024	\$500.00	SVAPA Media/Screening Night in November 2025			\$500.00	
Motion 2024.11.21.13	2024 T4 M2	21st November 2024	\$650.00	Yr 9 Grad. Bfast 2025 - \$500 for production slideshow (remaining for food)			\$650.00	
Motion 2024.11.21.14	2024 T4 M2	21st November 2024	\$165.00	SVAPA End of year 2025 Student Awards			\$165.00	
Motion 2024.11.21.15	2024 T4 M2	21st November 2024	\$600.00	SVAPA Planning Day Food			\$600.00	
Motion 2024.11.21.16	2024 T4 M2	21st November 2024	\$1650.00	SVAPA T-shirts and Bags 2025	5/2/2025	\$1578.50	\$0.00	\$71.50 to be released.
2025							\$0.00	
Motion S.2025.02.20.02	2025 T1 M1	20th February 2025	\$1800.00	Term 1 early morning			\$1,800.00	
Motion S.2025.02.20.03	2025 T1 M1	20th February 2025	\$1800.00	Term 2 early morning			\$1,800.00	
Motion S.2025.02.20.04	2025 T1 M1	20th February 2025	\$900.00	Term 1 Year 9 day workshop			\$900.00	
Motion S.2025.02.20.05	2025 T1 M1	20th February 2025	\$900.00	term 2 year 9 day workshop			\$900.00	
Motion S2025.03.1	2025 T1 M2	20th March 2025	\$2514.96	Reimburse Music - Square from 2024 Sundowner	07/08/25	\$2514.96	\$0.00	
Motion S2025.03.2	2025 T1 M2	20th March 2025	\$1111.82	Reimburse Music - Square from 2025 Camp Rock Bake Sale	07/08/25	\$1111.82	\$0.00	
Motion S2025.03.3	2025 T1 M2	20th March 2025	\$1000.00	Sundry expenses, member reimbursements			\$1,000.00	
Motion S250320-4:	2025 T1 M2	20th March 2025	\$676.00	to purchase lights for the SVAPA department			\$676.00	
Motion S250320-5	2025 T1 M2	20th March 2025	\$1500.00	materials, consumables to be used for Year 7-9 SVAPA art classes			\$1,500.00	
Motion S2025.05.02	2025 T2M1	15th May 2025	\$1824.00	to pay Amanda Humphery's Photography \$1824 for photography services in 2025			\$1,824.00	

Motion S2025.05.03	2025 T2M1	15th May 2025	\$1500.00	to fund up to \$1500 for MSND supplies	07/08/25	\$289.10	\$1,210.90	Reimbursed Cassie \$289.1
Motion S2025.06.01	2025 T2M2	5th June 2025	\$1800.00	to fund Term 3 Year 7 and 8 workshop days for \$900 each. Total motion cost \$1800			\$1,800.00	
Motion S2025.06.02	2025 T2M2	5th June 2025	\$900.00	to fund Term 3 Year 9 early morning classes, \$900.			\$900.00	
Total Committed funds							\$35,853.50	