



**SVAPA Parent Support Group
Minutes of Term 4 Meeting 2
Thursday 27th November 2025
Rosemount Hotel**



Meeting opened at 6.30 pm

Attendees

Kristy Riches	Tracey Keary	Shahna Gallagher	Peter Cardy	Dijon Summers
Mitch Whelan	Miriam Moretti	Michael		

Apologies

Cassie Netolicky	Rebecca Thomson	Katherine MacArthur	Monique Herbst	Eleanor Peters
Kat Vas	Julie Eglin	Julia Gray		

Welcome, acknowledgement of country and introductions

Thank you to Cassie 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 Tracey, all in favour.

Actions Arising from the Last Minutes

None

Teachers Report

The Saturday workshop went well. Shahna is aware that the 3-hour format was a little “rushed”. The Arts staff are giving feedback/discussing how to improve this for 2026. Similarly, the event will be calendared for the end of Term 3 to avoid clashes in 2026 and date in the calendar from the start of the year.

On Thursday, 4th December, from 10.50 am - 2.50 pm, the Year 8 SVAPA students will attend the Semester 2 workshops, which involve prop making in conjunction with media.

On Friday, 5th December, the Outdoor Concert and SVAPA Art Exhibition will be held. The exhibition will be housed in the Tricycle Theatre, with the music stage located in the common area immediately outside. It is recommended that attendees bring picnic items. There will be a sausage sizzle and a great festival atmosphere.

On Saturday, 6th December, the Tiny Works Preview will be showing. With the Tiny Works Year 9 SVAPA production being run from the 8th to the 10th of December, 6.00 pm to 9.15 pm.

On Friday, 12th December, the Year 9 SVAPA students will attend an Art Excursion to Perth Cultural Centre from period 2 to the end of the day.

On Tuesday, 16th December, the Year 9 SVAPA Graduation will be held in the Tricycle Theatre from 8.00 am to 9.30 am.

On Tuesday, 16th December, the Year 7 SVAPA Music Workshop with Ella Monaghan will be held from 9.40 am to 12.00 pm.

Treasurers Report

Please refer to the attached report.

General Business

- 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 committee will be holding a Welcome Night on Thursday, 10th February 2026, with wine and nibbles to encourage the support of the committee and assistance throughout the year. The first official meeting will be held on Thursday, 17th February 2026.
- Amanda Humphries will be at school on Tuesday, 2nd December 2025, to capture photos of the graduating students.
- Research options for pizza catering offers for Tiny Works.
- Committee to put together a list of motions required for all events in Semester 2 2026 so we can raise motions at the first meeting of 2026.

New Financial Motions

None.

Other Business

We would like to thank everybody for their assistance throughout the year.

Meeting closed at 7:00 pm

T4M2 SVAPA Treasurer's Report – 27/11/2025

1. Current Financial Position

Balance at Bank as reported at T4M1		\$37,307.48
Current Bank Balance as at 25/11/25		\$58,569.19
Committed Funds		\$34,452.84
Income since last report:		
Interest 1/11/25		\$19.01
Square (T-Shirt Sales)		\$857.46
LAA transfer		\$28,000.00
Total Income since last report;		\$28,876.47
Payments made since last Report:		
Reimbursed Kristy, Drinks SVAPA welcome night	S.2024.11.21.09	\$258.55
Clay - Term 1 Full Day Workshop for year 9	S.2025.02.20.04	\$547.45
Hannah Davidson - EMC Yr 7 T1	S.2025.02.20.02	\$200.00
Hannah Davidson - EMC Yr 8 T 2	S.2025.02.20.03	\$500.00
Purchase of lights	S250320-4	\$507.00
MSND Supplies - Ikea	S2025.05.03	\$864.00
Art Supplies - Posca markers	S250320-5	\$737.76
Hannah Davidson - Assistant Director MSND	S2025.06.01	\$4,000.00
Total Payments Made since last report		\$7,614.76
Starting Balance + Total Income - Total Payments Made:		\$58,569.19
Bank Balance as at 25/11/2025 from Reconciled Xero Report		\$58,569.19
The Following payments have been loaded into Xero but are awaiting processing by P&C		
Food for Tiny Works 2024, Pizza. (MLSHS Inv 46248)	S.2024.07.31.04	\$571.82
MSND supplies 2025, Kmart etc (MLSHS - Inv 48600)	S2025.05.03	\$346.90

2. LAA funds received

\$28,000 has been received by SVAPA from LAA

What a mammoth fundraising effort!

A big thank you to the LAA Committee, and also to all who volunteered, attended, spent money, brought friends along etc.

3. Motions to be Released

S250320-4: To purchase lights, Motion amount = \$676. Paid Invoice = \$507.

Motion to release \$169

S.2024.07.31.04: Food for Tiny Works. Motion Amount = \$650. Paid Invoice = \$571.82 for pizza. *Motion to release \$78.18*

S250320-5: Art supplies for Year 7 and 8 art classes. Paid Invoice = \$737.76

Motion to release \$762.24

SVAPA Motion Register

Motion #	Meeting #	Meeting Date	Amount	Description	Date of Action	Amount Actioned	Motion Balance	Notes
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			\$0.00	Did not occur. Motion to release 4/09/25. \$1700
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 February 2024	\$1000.00	Visual Art Class Support	20/10/2024	\$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 2024- Art Supplies, etc			\$3,000.00	
Motion S.2024.07.31.04	2024 T3 M1	31st July 2024	\$650.00	Food for Tiny Works		\$571.82	\$0.00	\$71.82 for pizza. Motion to release \$78.18 on 27/11/25
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 (planning for 2025)			\$500.00	
Motion S.2024.07.31.10	2024 T3 M1	31st July 2024	\$700.00	SVAPA T-shirts & Bags			\$0.00	\$700 to be released, a later motion for the true amount was made.
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	2025 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 Kuntj			\$1,000.00	This may be a duplicate motion of Motion S250320-5
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 2025 art supplies, etc			\$3,000.00	
Motion 2024.11.21.09	2024 T4 M2	21st November 2024	\$600.00	SVAPA Welcome Night in October 2025 - catering for future parents		\$258.55	\$341.45	258.55 Reimbursed to Kristy for drinks
Motion 2024.11.21.10	2024 T4 M2	21st November 2024	\$600.00	Tiny Works - Food 2025			\$600.00	
Motion 2024.11.21.11	2024 T4 M2	21st November 2024	\$1600.00	Tiny Works - Vouchers			\$0.00	New Motion for higher amount made, \$1600 released
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	Food for SVAPA Planning Day (planning for 2026)			\$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	11/11/25	\$200.00	\$1,600.00	\$200 Hannah Davidson, ? any further invoices expected?
Motion S.2025.02.20.03	2025 T1 M1	20th February 2025	\$1800.00	Term 2 early morning		\$500.00	\$1,300.00	\$500 Hannah Davidson. ? any further invoices expected?
Motion S.2025.02.20.04	2025 T1 M1	20th February 2025	\$900.00	Term 1 Year 9 day workshop	11/11/25	\$547.45	\$352.55	\$547.45 - Clay, 11/11/25, ? any further invoices expected?
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	\$111.82	Reimburse Music - Square from 2025 Camp Rock Bake Sale	07/08/25	\$111.82	\$0.00	
Motion S2025.03.3	2025 T1 M2	20th March 2025	\$1000.00	Sundry expenses, member reimbursments			\$1,000.00	
Motion S250320- 4:	2025 T1 M2	20th March 2025	\$676.00	To purchase lights for the SVAPA department		\$507.00	\$0.00	507. Motion to release \$169
Motion S250320-5	2025 T1 M2	20th March 2025	\$1500.00	Materials, consumables to be used for Year 7-9 SVAPA art classes		\$737.76	\$0.00	Posca Pens etc 737.76, Motion to release \$762.24
Motion S2025.05.02	2025 T2M1	15th May 2025	\$1824.00	to pay Amanda Humphery's Photography \$1824 for photography services in 2025	07/08/25	\$1824.00	\$0.00	
Motion S2025.05.03	2025 T2M1	15th May 2025	\$1500.00	to fund up to \$1500 for MSND supplies	07/08/25, 13/11/25, 23/11/25	\$1373.76	\$126.24	Cassie \$289.1, MLSH \$346.90 (Kmart etc)+ \$737.76 (Ikea)
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	
S2025.06.01	2025 T3M1	2025-08-07	\$4000.00	To pay Hannah Davidson \$4000 for director services for MSD		\$4000.00	\$0.00	
S2025.06.01	2025 T3M1	2025-08-07	\$2040.00	To allocate \$2040 for the purchase of 12 x \$150 gift cards, allowing for fees, for 2025 Tiny Works			\$2,040.00	
S2025.09.01	2025 T3M2	2025-09-04	\$1800.00	To allocate \$1800 to purchase T-shirts & bags for Year 7 2026.			\$1,800.00	
S2025.09.02	2025 T3M2	2025-09-04	\$300.00	To pay 2025 Tiny Works grant assessor \$300			\$300.00	
S2025.09.03	2025 T3M2	2025-09-04	\$3000.00	To allocate \$3000 to fund the guest artists in Term 4 2025 for Year 9 Tiny Works			\$3,000.00	
S2025.09.04	2025 T3M2	2025-09-04	\$1800.00	To allocate \$900 for each Y7 and Y8 T4, 2025, workshop days, Total= \$1800			\$1,800.00	
S2025.09.05	2025 T3M2	2025-09-04	\$900.00	To allocate \$900 for the Year 9 early morning class for Term 4 2025.			\$900.00	
S2025.10.01	2025 T4M1	2025-10-23	\$1800.00	To Allocate \$1800 for 2026 Term 1 Year 7 and 8 workshop days (or early morning class) for \$900 each.			\$1,800.00	
S2025.10.02	2025 T4M1	2025-10-23	\$900.00	To Allocate \$900 for 2026 Term 1 Year 9 early morning classes			\$900.00	
S2025.10.03	2025 T4M1	2025-10-23	\$1000.00	To Allocate \$1000 for 2026 Arts Day Performers			\$1,000.00	
S2025.10.04	2025 T4M1	2025-10-23	\$400.00	To Allocate \$400 for Fairy Floss Machine Hire and Consumables for 2026 Arts Day Stall			\$400.00	

Total Committed funds							\$34,452.84	
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SVAPA Bank Account Statement From Xero

Date	Type	Payee	Particulars	Code	Reference	Analysis Code	Spent	Received	Balance	Source	Status	
22 Nov 2025	Credit		Fast Transfer From Square Australia	NPP		T3FQAJ2BVAGC2M8			24.45	58,569.19	Bank Feed	Reconciled
20 Nov 2025	Credit		SQUARE AU PTY LT			MIS			48.90	58,544.74	Bank Feed	Reconciled
19 Nov 2025	Credit		SQUARE AU PTY LT			MIS			73.35	58,495.84	Bank Feed	Reconciled
18 Nov 2025	Credit		SQUARE AU PTY LT			MIS			24.45	58,422.49	Bank Feed	Reconciled
17 Nov 2025	Debit		SVAPA paymen Mount Lawley Sen	DE		315		7,356.21		58,398.04	Bank Feed	Reconciled
14 Nov 2025	Credit		SQUARE AU PTY LT			MIS			24.45	65,754.25	Bank Feed	Reconciled
10 Nov 2025	Debit		Transfer To Kristy RichesCommBiz S.	NPP		Reimbursement		258.55		65,729.80	Bank Feed	Reconciled
6 Nov 2025	Credit		Transfer in CommBi LAA20250722-24			MT			28,000.00	65,988.35	Bank Feed	Reconciled
1 Nov 2025	Credit		DEPOSIT INTEREST			INT			19.01	37,988.35	Bank Feed	Reconciled

1 Nov 2025	Credit	Fast Transfer From Square Australia	NPP	T3KF59CHF5PR AY5		588.51	37,969. 34	Bank Feed	Reconciled
31 Oct 2025	Credit	SQUARE AU PTY LT		MIS		73.35	37,380. 83	Bank Feed	Reconciled
1 Oct 2025	Credit	DEPOSIT INTEREST		INT		18.39	37,307. 48	Bank Feed	Reconciled
1 Sep 2025	Credit	DEPOSIT INTEREST		INT		22.77	37,289. 09	Bank Feed	Reconciled
6 Aug 2025	Debit	SVAPA Mount Lawley Sen	D E	315	3,559.26		37,266. 32	Bank Feed	Reconciled
6 Aug 2025	Debit	Transfer Out CommB S250320.1		M T	2,626.78		40,825. 58	Bank Feed	Reconciled
1 Aug 2025	Credit	DEPOSIT INTEREST		INT		31.24	43,452. 36	Bank Feed	Reconciled
9 Jul 2025	Credit	Fast Transfer From Amanda GreenmanM	NPP	MSND Bake Sale - Cash Sales		401.00	43,421. 12	Bank Feed	Reconciled
3 Jul 2025	Credit	SQUARE AU PTY LT		MIS		355.02	43,020. 12	Bank Feed	Reconciled
2 Jul 2025	Credit	SQUARE AU PTY LT		MIS		278.57	42,665. 10	Bank Feed	Reconciled
1 Jul 2025	Credit	DEPOSIT INTEREST		INT		29.38	42,386. 53	Bank Feed	Reconciled

1 Jul 2025	Credit	SQUARE AU PTY LT		MIS		290.34	42,357.15	Bank Feed	Reconciled
17 Jun 2025	Credit	SQUARE AU PTY LT		MIS		24.45	42,066.81	Bank Feed	Reconciled
1 Jun 2025	Credit	DEPOSIT INTEREST		INT		36.08	42,042.36	Bank Feed	Reconciled
1 May 2025	Credit	DEPOSIT INTEREST		INT		36.98	42,006.28	Bank Feed	Reconciled
30 Apr 2025	Credit	Fast Transfer From Amanda GreenmanC	NPP	Fairy Floss Arts Day Cash Sales		1,031.00	41,969.30	Bank Feed	Reconciled
6 Apr 2025	Credit	Fast Transfer From Square Australia	NPP	T3YNQMQTGC3 QXXF		439.11	40,938.30	Bank Feed	Reconciled
1 Apr 2025	Credit	DEPOSIT INTEREST		INT		37.78	40,499.19	Bank Feed	Reconciled
12 Mar 2025	Credit	SQUARE AU PTY LT		MIS		48.90	40,461.41	Bank Feed	Reconciled
1 Mar 2025	Credit	DEPOSIT INTEREST		INT		39.69	40,412.51	Bank Feed	Reconciled
12 Feb 2025	Debit	S.2024.11.21.16 Mt Lawley SHS P&	D E	315	1,578.50		40,372.82	Bank Feed	Reconciled
1 Feb 2025	Credit	DEPOSIT INTEREST		INT		47.98	41,951.32	Bank Feed	Reconciled

17 Jan 2025	Credit	SQUARE AU PTY LT		MIS		111.82	41,903.34	Bank Feed	Reconciled
1 Jan 2025	Credit	DEPOSIT INTEREST		INT		42.13	41,791.52	Bank Feed	Reconciled
12 Dec 2024	Debit	MOTION23.3.3.2 Mt Lawley SHS P&	D E	315	552.72		41,749.39	Bank Feed	Reconciled
10 Dec 2024	Debit	MOTIONS Mount Lawley Sen	D E	315	5,763.00		42,302.11	Bank Feed	Reconciled
10 Dec 2024	Credit	Transfer in CommBi 20240903		M T		22,000.00	48,065.11	Bank Feed	Reconciled
7 Dec 2024	Credit	Fast Transfer From Square Australia	NPP	T3HT0DC86EW 68WJ		2,514.96	26,065.11	Bank Feed	Reconciled
6 Dec 2024	Credit			MIS		0.04	23,550.15	Bank Feed	Reconciled
6 Dec 2024	Credit	SQUARE AU PTY LT		MIS		1.96	23,550.11	Bank Feed	Reconciled
5 Dec 2024	Credit			MIS		0.01	23,548.15	Bank Feed	Reconciled
1 Dec 2024	Credit	DEPOSIT INTEREST		INT		26.54	23,548.14	Bank Feed	Reconciled
11 Nov 2024	Debit	S.2024.07.31.05 Mt Lawley SHS P&	D E	315	1,227.35		23,521.60	Bank Feed	Reconciled

11 Nov 2024	Credit	SQUARE AU PTY LT		MIS	24.45	24,748. 95	Bank Feed	Reconciled
9 Nov 2024	Credit	Fast Transfer From Square Australia	NPP	T3DRWTDX7B9 WWQQ	24.45	24,724. 50	Bank Feed	Reconciled
1 Nov 2024	Credit	DEPOSIT INTEREST		INT	27.38	24,700. 05	Bank Feed	Reconciled
25 Oct 2024	Credit	SQUARE AU PTY LT		MIS	833.77	24,672. 67	Bank Feed	Reconciled
24 Oct 2024	Credit	SQUARE AU PTY LT		MIS	195.60	23,838. 90	Bank Feed	Reconciled
1 Oct 2024	Credit	DEPOSIT INTEREST		INT	26.21	23,643. 30	Bank Feed	Reconciled
1 Sep 2024	Credit	DEPOSIT INTEREST		INT	27.05	23,617. 09	Bank Feed	Reconciled
1 Aug 2024	Credit	DEPOSIT INTEREST		INT	27.02	23,590. 04	Bank Feed	Reconciled