



Mount Lawley Senior High School Parents & Citizens Association, Inc

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Web Site: www.mlshspc.org.au

MINUTES of ANNUAL GENERAL MEETING

held on 9 March 2026

Conference Room (upstairs) in the MLSHS Main Administration Building

OPENING AND WELCOME—opened at 5:35pm

Louis van Aardt – President	Lesley Street – Principal	Nabil Luyer – Treasurer
Ana Santos – Vice-President	Michael Camilleri –Deputy Principal	Louise Aston – LAA co-convenor
Ben Harvey – Secretary	Mei-ling Dickson – Board Rep	Monique Herbst – LAA co-convenor
Sangeetha Durgam – GAT convenor	Sam Johnson – GAT Convenor	Cheryl Bell
Bek Ledingham – MSC convenor	Andrew Lippiatt – Website guru	
Tracey Keary – SVAPA Secretary	Megan Parker – SVAPA Treasurer	
Brad O’Dea		

1. APOLOGIES

Kristy Riches(SVAPA convenor)

2. CONFLICTS OF INTEREST

Nil

3. MINUTES OF GENERAL MEETING and EXECUTIVE MEETING

3.1 Confirmation of minutes of meeting of:

- (i) General Meeting – 16 February 2026 – CONFIRMED
- (ii) Executive Meeting –27 February 2026 – CONFIRMED

4. MATTERS ARISING FROM LAST MEETING

4.1 General meeting on 30 March 2026 to be changed to an Executive meeting– NOTED

4.2 Andrew Lippiatt to update website accordingly– COMPLETE

4.3 Uniforms commission of \$26,469 – P&C to advise Principal as to how to spend the remainder of the commission once school diaries have been paid for e.g. books/resources for library, seating for kids in different areas, sporting equipment, homework club.

Principal advised that the uniforms commission has been allocated for the school diaries (\$13,257) and Language and Arts Festival (\$10,000) as well as the school’s homework club and will advise P&C the remaining balance for the homework club. Suggested that a message should be sent to every parent that the P&C funds the diaries and homework club to raise awareness that the P&C contributes to all students.

4.4 Principal also advised that \$26,005 from the 2025 family contributions will be transferred to the P&C account once Nabil confirms the new Bendigo bank account is established.

5. ANNUAL REPORTS

5.1 School Principal

- Extremely busy start to the year– four parent nights already, swimming carnival; sutents going to Festival events; very successful school ball at Crown with high standard of student elegance;
- New Year 7s settled in really well; everything on track and working well with nothing negative to report;
- parents should have received contributions and charges sheet – contributes to lots of things provided for students that not covered by the government; recognise the financial difficulties facing families; noted that the costs of textbooks has increased significantly with average cost now over \$100 which the school provides and don’t require individual students to pay for text books.

5.2 President

- Past 12 months been an eyeopening but enjoyable learning experience;
- Extended thanks to P&C executive committee members as well as to Lesley and Michael for their support.
- Particular recognition for the Lawley Art Auction as well as the work of the subcommittees.

5.3 Vice-President – WACSSO –

- Have made a big effort to increase the connection between the P&C and subcommittees by attending subcommitteemeetings;
- Promoted the quiz night being held this Friday, 13 March;
- Noted that the WACSSO conference is an excellent opportunity to network with other school; last year's conference confirmed (as did Principal) that no other SHS P&C with its subcommittees works as hard as MLSHS;
- Looking to improve efficiencies throughout the year and thanked people for responding to her myriad emails.

5.4 Treasurer Report and tabling of annual financial statements and auditor's report/review

Tracking well overall;

- Audit to be organised asap.
- P&C Executive signed off on financial statement that the P&C is trading solvent.
- 2025 income last year bit over \$100,000, mostly courtesy of LAA; \$36,700 in operating expenses via fundraising activities; net surplus just under \$65,000; total in all of the P&C accounts is just over \$220,000.
- Sorting bank accounts last year was a huge amount of work; will add subcommittee treasurers to the new accounts once confirmed who the new treasurers are.
- Noted the P&C resolution that will transfer all the subcommittee funds to Bendigo Bank other than LAA account given currently very active – resolution confirmed.
- All financial records maintained using Xero software and can make accounts available to members.
- Certified as Treasurer that the P&C accounts have been maintained properly and that the financial statements presented to the AGM fairly represent the financial position of the P&C.

5.5 Tabling of the statement of solvency as endorsed by the Executive Committee

5.6 Music Support Committee

- Great year as both Convenor and Treasurer; no access to the bank account and thanked Nabil for support in this respect.
- Have had an initial parents meet and greet with AGM on 19 March.
- note the committed funds that will need to be reconciled against motions; still waiting on voluntary contributions from 2025;
- Great sundowner although numbers slightly down from last year.
- Bought instruments last year with funds raised.
- Thanked Ana (VP) for attending meetings which has helped understand how all the committees fit together.
- Started the play it forward initiative last year which hoping to continue this year however struggling with storage room for baby grand
 - Principal requested that MSC reps meet with her to discuss options.
- Music trivia night planned for Term 3.
- Was noted that the P&C President and subcommittees can write to the

StateGovernment seeking update on commitment to give WAAPA buildings to MLSHS.

5.7 SVAPA Support Committee

- Trialled a meet and greet this year although not clear how successful it was.
- Number of emails sent to new Y7 parents noted.
- 26 Feb AGM resulted in 12 new members; nominations held with none for Convenor so Kristy will continue.
- Main focus in 2026 on Language and Arts festival.

5.8 GAT Support Committee

- Meet and greet on 4 Feb and AGM on 18 Feb—Sam is new Convenor.
- New fundraising ideas for L&A Festival.

5.9 Lawley Art Auction Committee

- In full swing for 2026; very successful meet and greet – got approximately 50% new people in positions and had two meetings already.
- Will be Monique and Louise’s final year as co-convenors;
- Artist entries already open – approximately \$1000 in entry fees so far; have opened tickets sales on the no fuss fundraiser which allows SVAPA and Music parents to opt out of baking by donating \$10 and get an entry into raffle;
- Have \$11,000 in cash sponsorship; \$2000 in event and publicity costs and \$8000 in vouchers.
- No Treasurers report at moment as haven’t had AGM; have 26 LAA members.

6. ELECTIONS

6.1 MLSHS P&C membership (MLSHS P&C membership form 2026 attached)

6.2 Office Bearers ([Office Bearers 2026 nomination form](#) attached)

6.2.1 President—Louis nominated; sole nominee – nomination successful

6.2.2 Vice President & WACSSO representative – Ana nominated; sole nominee – nomination successful

6.2.3 Treasurer – Nabil nominated; sole nominee – nomination successful

6.2.4 Secretary – Ben nominated; sole nominee – nomination successful

6.2.5 Website/ mailing list coordinator – Andrew nominated; sole nominee – nomination successful

6.3 Executive committee members – subcommittee convenors

6.4 P&C representative for School Board – Mei-ling Day sole nominee – nomination successful

6.5 Parent Engagement Committee Convener – Cheryl Bell nominated; sole nominee – nomination successful

7. APPOINTMENTS

7.1 Appointment of auditor/reviewer – Nabil to follow up

7.2 Delegates to WACSSO Annual Conference – noted that Deputy President is an invitee; will be held around 24-25 August

7.3 Additional bank account signatory (if deemed necessary) – not required

7.4 Appointment of other subcommittee office bearers – subcommittee reports noted which set out office bearers

8. GENERAL MEETING REPORTS

- Noted that reports covered by annual reports above other than as shown

- 8.1 Secretary
 - 8.1.1 Email dated 26/02/2026 from MLSHS Associate Principal requesting funding for MLSHS Languages Arts day on Friday 27 March
 - 8.1.2 Email dated 10/02/2026 from Frank Paolino MLA, Member for Mt Lawley
 - 8.1.3 Email dated 25/02/2026 re Choosing Your Uni National Virtual Expo
- 8.2 School Board – meeting primarily presentation from Mt Lawley MLA Frank Paolino about the proposal for the ECU Mt Lawley; all other business deferred to next meetingC
- 8.3 Parent Engagement Committee – no report

9. MOTIONS

- 9.1 Deferred to General Meeting

10. GENERAL BUSINESS

- 10.1 Code of Conduct – see WACSSO P&C Handbook – deferred to General Meeting

11. MEETING CLOSED–6:45pm

MINUTESof GENERAL MEETING
held on 9 March 2026

Opened at 6:46pm
Attendance as for AGM

1. MOTIONS

- 1.1 Refer to Attachment A – all motions carried
- 1.2 In relation to the debit card account motion, noted that Nabil and Ana will be issued debit cards with the potential for future cards to be issued if required.

2. GENERAL BUSINESS

- 2.1 Code of Conduct – Ana spoke to CoC requirements and the type of information that will need to be included such as fundraising guidelines
- 2.2 Noted that only threenew parents put their hands up for the general P&C

3. DATE OF NEXT MEETING:

Executive Meeting – Monday 30 March 2026

4. MEETING CLOSED–7:06pm