



**SVAPA Parent Support Group
Minutes of Term 1 Meeting 2
Thursday 26th February 2026
in Green Room of Tricycle Theatre**



Meeting opened at 6.32pm

Attendees

Kristy Riches	Melissa Fong-Emerson	Cassie Netolicky	Kathi Moeller Lima
Peter Cardy	Shahna Gallagher	Paul Keogh	Inga Kristoffersson
Veronica Holyoak	Mirian Meretti	Megan Parker	Kerry Anderson
Celeste Pirouet	Laura Drysdale	Ana Santos	

Apologies

Julie Eglin, Katherine McArthur

Welcome, acknowledgement of country and introductions

I'd like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay my respects to Elders past and present.

Mount Lawley Senior High School is a school that has as its core values **Excellence, Learning, Perseverance and Respect**. The school embodies these values in its approach to Teaching and Learning and its connectivity to students, teachers and parents.

Kristy would like to welcome all new members and attendees of the meeting and stress the committee's gratitude for ongoing parent contributions.

Conflicts of interest

None

AGM

Nominations

Convener - The Convener runs the meetings and sets the agenda, sends out updates and reminders, liaises with the head of department regarding any school matters and presents reports to P&C general meetings. As nobody has nominated themselves, Kristy Riches will continue the Convener role for 2026.

Treasurer - The Treasurer prepares a report for meetings and P&C general meetings. Makes payments and reimbursements. Basically keeps the committee accountable for all financial dealings. We appreciate Megan Parker for accepting the nomination to fulfil the role for 2026 with the assistance of Celeste Pirouet.

Secretary - The Secretary is responsible for the attendance list, preparing the agenda, taking minutes and publishing them. Minutes and agenda are sent to the Convener and SVAPA coordinator for vetting. As nobody has nominated themselves, Tracey Keary will continue the Secretary role for 2026. However, as Tracey's daughter is in final year of the SVAPA program, would welcome any interest for somebody to shadow the role for the year so they can step into it in 2027.

Committee Members - Help out when needed. Attend meetings to be kept informed and contribute ideas. Welcome to our new members who signed up to date; the program cannot run without you.

New memberships & Payments

New membership forms and a request for payment circulated.

Minutes of Previous Meeting

Tracey and Peter seconded.

Actions Arising from the Last Minutes

Not applicable.

Teachers Report

Mount Lawley has an official partnership with Perth Festival, The Creative Pathways Program. The program includes years 7 to 9, attending excursions, exclusive access and discounted tickets. While the SVAPA program ends after year 9, students can still access The Creative Pathways program in later years, with some alumni accessing backstage and watching sound design and technical rehearsals. The final Perth Festival excursion took place on Tuesday night. We hope all students enjoyed the excursions. There will be photos published shortly.

The SVAPA information night for next year's intake will take place in week 8.

The year 7 BBQ has recently taken place, where music students and alumni performed.

Year 8 early morning classes are being held this term as they head into the 3-night Midsummers production this semester. Thomas Mawer, drama teacher, is the Director this year and will have assistance from guest artists, including Hannah Moore, who is a Shakespeare specialist and SVAPA alumnus. This year's theme is a Jedi Night's Dream, a sci-fi, and Thomas has big plans to incorporate technology for which funding will be required. Please keep an eye out for Sign-Up Genius as assistance will be required for bake sales and fundraising.

Years 7 & 9 will do workshop days. In semester 2, year 9's will be preparing for production, so they will then swap to early morning classes. Year 7 will likely complete early morning classes in semester 2. Once a semester, a Saturday workshop will also take place.

An international tour is held every 3 years and is tentatively scheduled for 2027, during the October school holidays, to be confirmed once the Education Department has approved the tour. Once approved, a tour information night will be held, and expressions of interest will open to families. The last tour took place over 13 days in London and Berlin. Roughly 30 students attended and took part in amazing intensive workshops. Generally, the tour opens for older SVAPA students first, with those still studying the arts taking precedence and then opens to all SVAPA students.

During term 4, Moya will be running TinyWorks with the assistance of 4 guest artists. Students will work independently or in small groups to create their own performances. They will choose their own space, think about industry logistics, and apply for funding grants, which get approved or denied. The shows will run over 3 nights in term 4. Parent volunteers will be needed dependent on the shows created by the students.

Treasurers Report

Please refer to the attached report.

General Business

Ana would like a copy of Mandy's Treasurer procedures once to hand.

Arts & Languages Day

- Shahna will complete a stock take
- Kristy to book the second fairy floss machine and materials for the Languages and Arts Day.
- Kristy to set up Sign Up Genius. We encourage all to lend a hand where possible.
- It was decided that larger bags will be sold, and the cost will remain at \$4 per bag. Discussed the option of fairy floss sticks; however, it was decided that bags are more convenient, as students often save the fairy floss for later consumption.

If anybody has or would be willing to complete a Responsible Service of Alcohol certification, please reach out to the committee.

Celeste Pirouet has offered to be the Year 7 Class Representative and will set up a Whatsapp group.

Peter Cardy has offered to take over the Year 8 Class Representative role. Thank you to Katherine for her time in this role previously.

Future Motions Required

Motion S2026.02.01 – Motion to allocate \$2460 for the media department to purchase 3 x cameras for the SVAPA cohort. Raised by Shahna. Seconded by Kristy Riches. All in favour.

Other Business

None

Meeting closed at 7:35pm

Next meeting Term 1, Thursday 19th March 2026.

T1M1 SVAPA Treasurer's Report – 26/02/2026

1. Current Financial Position

Current Funds: \$59,002.88
Committed Funds: \$31,768.84

Balance at Bank as reported at T4M1		\$58,569.19
Current Bank Balance as at 26/01/2025		\$59,002.88
Committed Funds		\$31,768.84
Income since last report:		
Interest 1/12/25		\$28.50
Interest 1/1/26		\$30.15
Interest 1/2/26		\$30.05
Square sales Sundowner 6/12/25		\$1,872.57
Square sales T-shirts		\$73.35
Total Income since last report;		\$2,034.62
Payments made since last Report:		
	Motion Number	
Reimburse Kristy Riches, Myers Vouchers	S.2024.11.21.14	\$150.00
Payment MLSHS - Pizza for Tiny Works 2024	S.2024.07.31.04	\$571.82
Payment MLSHS	S2025.05.03	\$346.90
Reimburse J. Drysdale - T-shirt Reimbursment	S2025.03.3	\$50.00
Reimburse A. Stivaletta - Pizza for Tiny Works 2025	S2024.11.21.10	\$359.00
Reimburse T. Luk - Balloons for Year 9 Grad	S2025.03.3	\$69.00
Reimburse A.Jobson - Drinks for Tiny Works 2025	S2024.11.21.10	\$54.21
Total Payments Made since last report		\$1,600.93
Starting Balance + Total Income - Total Payments Made:		\$59,002.88
Balance as at 26/01/2026 from Reconciled Xero Report		\$59,002.88

2. New financial motion required

Motion to transfer \$1872.57 to the music committee being Square sales at the Sundowner on 6/12/25.

3. Motions to be Released

Motion S2025.09.01 - SVAPA T-shirts and bags \$1,305.70 paid. Motion to release \$494.30

Motion 2024.11.21.14 - 2025 End of year awards, \$150 spent on Myers vouchers. Motion to release \$15

Motion 2024.11.21.10 - \$600 for food/drinks for Tiny works 2025 , 413.21 paid for Pizza and drinks. Motion to release \$186.79

Motion 2024.11.21.05 - \$1000 for Visual Art Class Support, tools, Posca Pens etc, request from Lynda Kuntjy. A subsequent motion was made, paid and excess released. (*Motion S250320-5*, for \$1500, 737.76 paid, Motion to release \$762.24) Motion to release \$1000

Possibly: Motion S2025.05.03 - up to \$1500 for MSND supplies 2025.

So far we have paid out:

Reimbursed Cassie \$289.10

MLSHS \$346.90 (Kmart etc)

MSLSH\$737.76 (Ikea)

126.24 remains.

I don't know if there are any more invoices to come in or if this can be released.

4. Sign off from Me

As my child left the school in September 2025 I am now resigning as SVAPA treasurer. I look forward to supporting the new Treasurer to ensure a smooth hand over.

It has been a great pleasure working with this awesome team.

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	05/06/25	\$0.00	\$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	
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	8/12/25	\$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	4/9/25		\$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 Kuntjy	26/02/26		\$1,000.00	This was duplicated Motion S250320 5, so motion to release \$1000

Motion 2024.11.21.06	2024 T4 M2	21st November 2024	\$1600. 00	Amanda Humphries Photography 2025	04/09/25		\$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	\$600.0 0	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	\$600.0 0	SVAPA Welcome Night in October 2025 - catering for future parents	8/12/25	\$258.55	\$341.45	258.55 Reimbursed to Kristy for drinks. May receive invoice for food from Hom Ec Dept
Motion 2024.11.21.10	2024 T4 M2	21st November 2024	\$600.0 0	Tiny Works – Food 2025	15/12/25	\$413.21	\$0.00	359 Pizza, + 54.21 Drinks and Ice. Motion to release \$186.79
Motion 2024.11.21.11	2024 T4 M2	21st November 2024	\$1600. 00	Tiny Works – Vouchers	25/08/25		\$0.00	New Motion for higher amount made, \$1600 released
Motion 2024.11.21.12	2024 T4 M2	21st November 2024	\$500.0 0	SVAPA Media/Screening Night in November 2025			\$500.00	
Motion 2024.11.21.13	2024 T4 M2	21st November 2024	\$650.0 0	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	\$165.0 0	SVAPA End of year 2025 Student Awards	8/12/25	\$150.00	\$0.00	\$150 spent on Myers vouchers, Release \$15
Motion 2024.11.21.15	2024 T4 M2	21st November 2024	\$600.0 0	Food for SVAPA Planning Day			\$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	11/11/25	\$500.00	\$1,300.00	\$500 Hannah Davidson. ? any further invoices expected?
Motion S.2025.02.20.04	2025 T1 M1	20th February 2025	\$900.0 0	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	\$900.0 0	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	\$111.8 2	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 reimbursements	15/12/25	\$119.00	\$881.00	\$69 Balloons for Y9 Grad 15/12/25 \$50 T Shirt refund
Motion S250320-4:	2025 T1 M2	20th March 2025	\$676.0 0	To purchase lights for the SVAPA department	27/11/25	\$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	27/11/25	\$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 Humphrey'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	\$900.0 0	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	17/11/25	\$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.	25/02/26	\$1305.70	\$0.00	Motion to release \$494.3
S2025.09.02	2025 T3M2	2025-09-04	\$300.0 0	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	\$900.0 0	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	\$900.0 0	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	\$400.0 0	To Allocate \$400 for Fairy Floss Machine Hire and Consumables for 2026 Arts Day Stall			\$400.00	

Total Committed funds							\$31,768.84	
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Bank Statement

<u>Date</u>	<u>Type</u>	<u>Payee</u>	<u>Particulars</u>	<u>Cod e</u>	<u>Reference</u>	<u>Analysis Code</u>	<u>Spent</u>	<u>Received</u>	<u>Balance</u>	<u>Source</u>	<u>Status</u>
1 Feb 2026	Credit	DEPOSIT INTEREST			INT			30.05	59,002.88	Bank Feed	Reconciled
1 Jan 2026	Credit	DEPOSIT INTEREST			INT			30.15	58,972.83	Bank Feed	Reconciled
19 Dec 2025	Debit	Transfer To Annette StivalettaCommB	NPP		Pizza		359.00		58,942.68	Bank Feed	Reconciled
19 Dec 2025	Debit	Transfer To Tien Bee LukCommBiz S20	NPP		Ballons		69.00		59,301.68	Bank Feed	Reconciled
19 Dec 2025	Debit	Transfer To Alison JobsonCommBiz S2	NPP		Drinks		54.21		59,370.68	Bank Feed	Reconciled
19 Dec 2025	Debit	Transfer To Johnathan DrysdaleCommB	NPP		TShirt		50.00		59,424.89	Bank Feed	Reconciled
11 Dec 2025	Credit	SQUARE AU PTY LT			MIS			48.90	59,474.89	Bank Feed	Reconciled
8 Dec 2025	Debit	Transfer To Mount Lawley Senior Hig	NPP		46248		571.82		59,425.99	Bank Feed	Reconciled
8 Dec 2025	Debit	Transfer To Mount Lawley Senior Hig	NPP		48600		346.90		59,997.81	Bank Feed	Reconciled

8 Dec 2025	<u>Debit</u>	<u>Transfer To Kristy RichesCommBiz Mo</u>	<u>NPP</u>	<u>vouchers</u>	<u>150.0</u> <u>0</u>	<u>60,344.7</u> <u>1</u>	<u>Bank</u> <u>Feed</u>	<u>Reconciled</u>
7 Dec 2025	<u>Credit</u>	<u>Fast Transfer From Square Australia</u>	<u>NPP</u>	<u>T3C4AMCR4S3JMYZ</u>	<u>1.96</u>	<u>60,494.7</u> <u>1</u>	<u>Bank</u> <u>Feed</u>	<u>Reconciled</u>
6 Dec 2025	<u>Credit</u>	<u>Fast Transfer From Square Australia</u>	<u>NPP</u>	<u>T3XYFBTG8CQDR73</u>	<u>1,870.61</u>	<u>60,492.7</u> <u>5</u>	<u>Bank</u> <u>Feed</u>	<u>Reconciled</u>
3 Dec 2025	<u>Credit</u>	<u>SQUARE AU PTY LT</u>		<u>MIS</u>	<u>24.45</u>	<u>58,622.1</u> <u>4</u>	<u>Bank</u> <u>Feed</u>	<u>Reconciled</u>
1 Dec 2025	<u>Credit</u>	<u>DEPOSIT INTEREST</u>		<u>INT</u>	<u>28.50</u>	<u>58,597.6</u> <u>9</u>	<u>Bank</u> <u>Feed</u>	<u>Reconciled</u>