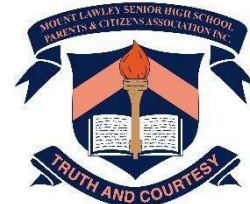




**SVAPA Parent Support Group
Minutes of Term 1 Meeting 2
Thursday 20th March 2025
in Green Room of Tricycle Theatre**



Meeting opened at 6.30pm

Attendees

Mandy Greenman	Kathi Moeller Lima	Michael Ahumada	Laura Rosher	Mitch Whelan
Kristy Riches	Rebecca Thomson	Natalia Ahumada	Julie Eglin	Mirian Meretti
Peter Cardy	Katherine McArthur	Eleanor Peters	Genevieve Wilkins	Tracey Keary
Kieron Clausnitzer	Srinivas Kidambi	Cassie Netolicky	Michelle Lehmann	Dijon Summers
Remtrevan Dom	Kristy Myers	Jill Barnett	Shahna Gallagher	Amanda Humphreys

Apologies

None

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.

Conflicts of interest

None

New memberships & Payments

- New membership forms and request for payment circulated.
- The following parents highlighted special talents that may be useful for events.

Katherine – government grant writer & photographer
Vinnie – IT
Kristie Meyers – Bookkeeping
Natalia – Sewing
Eleanor – Responsible for T-shirt orders
Cassie – Research/baking
Jill – Costumes/hair/makeup
Laura – Fairy floss
Genevieve – Plays music
Michelle – Baking & her Mum sews
Peter – Can help with trades/art/painting
Kieran – Wife, Mia bakes & is crafty (owns a cricut machine)
Remtrevan – Bakes/sourdough

Minutes of Previous Meeting

Mandy and Cassie seconded.

Actions Arising from Last Minutes

- SVAPA PSG to develop Committee Guides / Handover notes. This is currently still in progress. The committee would like to thank all involved for a comprehensive handover.

- All Whatsapp SVAPA Class Representatives groups have been set up and are in communication with parents.
- Arts Festival. Bec sent signup for volunteers and most positions are filled. Squares are to hand, although it is noted there have been issues with using them in the past. They will need to be charged and set up early to ensure efficiency. Mandy is going to organise a couple of floats for cash payments that require change. Volunteers will start at 9am, with sales from 12:30 to 3pm. The fairy floss machine has been ordered and will be delivered to the office on Thursday. Volunteers will pick up the machine early Friday morning and start making fairy floss to ensure there is stock when sales start. Tech students will set up the purchasing area, which is being moved closer to the Tricycle Theatre. Bec confirmed all required supplies are to hand. Confirmed the price of each bag is \$4.
- Dijon was investigating the missing USB of Matt Langfield video. Shahna confirmed she is waiting for a reply from Matt.
- Amanda Humphreys was chasing a copy of the MSND 2024 photos by Anne Tumak. Shahna was to follow up as they are required for the Year 9 Graduation Slideshow. Shahna confirmed it is on the S drive, which she doesn't have access to, but has requested. Shahna will ask Denise who has the S Drive set up permanently.
- Update on motions S.2025.02.020.02 – S.2025.02.020.05. Motion numbers have been shortened, but this needs to be confirmed. Mandy will update regarding these motions after speaking with Nabil once she has been onboarded.

Treasurers Report

- Mandy would like to thank Krystal for the handover notes.
- As Mandy has not been onboarded and granted access to the bank accounts, no bank balance can be provided.
- It is noted that all four financial motions at the last P&C meeting have passed.
- It was raised at the P&C meeting that SVAPA has several outstanding motions. Mandy is hoping to have a clean out once she gains full access to accounts.
- Funds from two squares goes into the SVAPA account and some funds need to be reallocated to music (motions to be raised)..

Teachers Report

- The Perth Festival incursions and excursions, as part of the Creative Pathways Partnership, received great feedback from the professionals at the event and from the students. Shahna would like to thank Mitch, Amzen (?) and the Physical Education department, who volunteered time and helped out
- An application for Battle of the Bands has been submitted. Perth Festival wants the pathways partnership to be successful and are invested in working with the school and SVAPA to support the upper school & also the alumni.
- Year 7 early morning classes will be moving on to dance. Year 8 early morning classes will be focusing on the Midsummer Night's Dream production. Casting for Midsummers will be announced Monday 24th March 2025.
- The year 9 workshop (in place of early morning classes) will be held on 28th March 2025. The students will be participating in a Make A Film In A Day with Matt Langfield, covering storyboarding, filming and editing.
- The SVAPA workshop will be held on 29th March 2025 from 9am to 12pm in the Tricycle Theatre.
- The Languages and Arts Day will be held on 4th April 2025 with Year 7s taking in part in a Junkadelic workshop from 11:30am.
- The Perspective Parents Information Night will be held on 7th April 2025. Shahna may need a

volunteer parent on the night. All feeder schools have been notified with information being sent out in their school newsletters.

- Mitch advised Midsummers this year is cowboys and western theme. He wants to incorporate music (not a musical, but not not a musical). Students will be painting the theatre floor to look like floorboards, which will double up for year 11 production. He is hoping to have no backstage, neon wire, murals painted by students. Therefore, he will be requesting funding for paint supplies and help with costumes. He will be requesting money to employ a videographer for high definition with audio video. Media don't have equipment to cover it. Amanda advised there have been videos previously. Mitch is going to discuss with Beau Torrence's friend at Highgate Primary and other contacts. SVAPA may need to raise a motion.
- Shahna advised if any classes are cancelled, parents will be notified via email and connect. It is then suggested that class representatives circulate via Whatsapp.

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 this is still in progress.
- It was decided that we do not need to organise snacks for meetings.
- Motion S250320-1: Motion to reimburse the music sub-committee \$2,514.96 from 07/12/2024 being proceeds of the 2024 Sundowner held on 6 Dec 2024. Raised by Julie Eglin, seconded by Rebecca Thomson, Motion carried unanimously.
- Motion S250320-2: Motion to reimburse the music sub-committee \$111.82 from 17/01/2025 being the proceeds of the Camp Rock bake sale held on 16 January 2025. Raised by Julie Eglin, seconded by Rebecca Thomson, Motion carried unanimously.
- Motion S250320-3: Motion to allocate up to \$1,000 for 2025 sundry expenses and member reimbursements to ensure prompt repayment for committee-related expenses (e.g., fundraising events). Raised by Julie Eglin, seconded by Cassie Netolicky. Motion carried unanimously.
- Motion S250320-4: Motion to allocate \$676 to purchase lights for the SVAPA department at a cost of \$169 each x 4 = \$676. The lights will be used for multiple SVAPA events and performances. Raised by Mandy Greenman, seconded by Cassie Netolicky. Motion carried unanimously.
- The Arts Department requested \$1221.19 to cover the costs of fabric and materials to do soft sculpture with Year 9 students. High quality markers, pencils and paper stumps are required for Years 7 to 9 (a list can be provided by Shahna). Mandy suggested raising the motion to \$1,500 to allow for future planning. The committee discussed this and were in favour of creating a motion to allocate a higher amount. This will give the Art Department the ability to spend up to \$1500 on art supplies over 2025 for the SVAPA students in Year 7-9. All were in favour and so the following motion was raised and passed.
- Motion S250320-5: Motion to allocate up to \$1500 to the Arts department to cover the costs of art materials and consumables to be used for Year 7-9 SVAPA art classes. This may include but not limited to: fabric and materials to do soft sculpture, high quality markers, pencils and paper stumps. Raised by Mandy Greenman, seconded by Julie Eglin. Motion carried unanimously.

Future Motions Required

- Amanda Humphreys has provided an invoice for 2025 photography. It was received after the 7-day cut off for this agenda, so a motion will be raised at next meeting.

Lawley Art Auction (LAA) - PSG SVAPA Representative – Julie Eglin

- Julie advised \$1,800 has been raised in the No Fuss Fundraiser, with another week until close.

- The LAA Committee would like to know how the money raised is being used so they can advise sponsors. Shahna will provide a blurb.

P&C meeting update

- Mandy and Kristy attending the recent P&C meeting and advise the following appointments to the committee were noted:-
 - President – Louis van Aardt (brings experience as a Lawyer)
 - Vice President – Ana Santos
 - Treasurer – Nabil Luyer
 - Secretary – Ben Talbot
- It was discussed that a change to timing of the SVAPA committee meetings to more align with P&C meetings. This is to allow sufficient time between the SVAPA meeting and P&C meeting to finalise documents and motions. The P&C have made some changes and so this may not be an issue going forward. It was agreed to make no changes to the SVAPA committee meeting timetable for the time being.

Other Business

None

Meeting closed at 7:53pm

Next meeting Term 2, Week 3, Thursday 15th May 2025.

1. Thank You, Crystal

Thank you to Crystal Sant for her efforts as Treasurer in 2024 and for her smooth handover to me.

2. Access Pending

Bank balance as reported at the last meeting: \$41,951.32.

I have not been made aware of any payments or other activity on the account since then.

I am awaiting access to the following from the P&C:

- Xero
- Commbiz

This means I cannot yet process any payments. Apologies to the members who are awaiting reimbursement for expenses from 2024.

The P&C will onboard all new Treasurers at the same time. They are waiting for the new Music Treasurer, who will be confirmed at the Music Subcommittee meeting held immediately before ours on 20/03/2025.

3. Motions That May Be Released

There are several outstanding motions on the register. Crystal has kindly compiled a list of those that may be released:

- **Motion 2023.2.1.4:** Year 8 *Midsummer Night's Dream* Production & Editing of Video – \$500 (unused – may be released)
 - **Motion 2023.3.2.2:** Tiny Works – Food Supply – Remaining \$97.28 (may be released)
 - **Motion 2023.3.2.5:** SVAPA T-shirts & Bags – Remaining \$60.50 (may be released)
 - **Motion 2023.3.2.6:** SVAPA Year 9 Graduation Breakfast & Slideshow – Remaining \$50 (may be released)
 - **Motion 2024.1.1.3:** Food for SVAPA Welcome Night – Remaining \$441.32 (may be released)
 - **Motion 2024.1.1.5:** Fairy Floss – Arts Day Festival (2024) – Remaining \$66.00 (may be released)
 - **Motion 2024.1.1.7:** Visual Art Class Support – Remaining \$415.09 (may be released)
 - **Motion 2024.1.1.8:** Complicite Workshop – SVAPA Tour – \$3,750 (this was never used and may be released, but we should confirm with the SVAPA Coordinator as the reason for non-invoicing is unclear)
 - **Motion S.2024.07.31.05:** Tiny Works Vouchers including Activation Fee – Remaining \$122.65 (may be released)
 - **Motion S.2024.08.28.02:** Alex Pond – Rebranding & Media Publications – Remaining \$480.70 (may be released)
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4. Unpaid Motions Requiring Follow-Up

- **Motion 2024.1.1.2:** Semester 2 Saturday Master Classes
 - **Motion 2024.1.1.4:** Arts Day Festival – *Big Hoo Haa & Junkadelic 2024*
 - **Motion S.2024.07.31.02:** Food for SVAPA Rehearsal – *Midwinter Night's Dream*
 - **Motion S.2024.07.31.03:** Year 7 & 8 Art Exhibition – Art Supplies
 - **Motion S.2024.07.31.04:** Food for Tiny Works
 - **Motion S.2024.07.31.06:** SVAPA Media/Screening Night – November 2024
 - **Motion S.2024.07.31.07:** SVAPA Year 9 Graduation Breakfast & Slideshow (Breakfast \$650, Slideshow \$500)
 - **Motion S.2024.07.31.08:** SVAPA End of Year Student Awards
 - **Motion S.2024.07.31.09:** Food for SVAPA Planning Day
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5. Approved Financial Motions

The four motions raised at our last meeting were approved at the P&C meeting on 10/03/2025.

6. New Financial Motions

The Music Subcommittee submitted the following motion:

"Allocate up to \$1,000 for 2025 sundry expenses and member reimbursements to ensure prompt repayment for committee-related expenses (e.g., fundraising events)."

- The P&C approved this motion on 10/03/2025, considering it a good idea.
 - I recommend that we raise an identical motion for our committee.
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7. Float for the Fairy Floss Stand

Currently, there is no formal procedure for obtaining a float when needed.

- I will personally obtain change and provide a float, as Crystal has done in the past.
 - It would be helpful to set prices for the items we will sell in advance, as this will determine the amount and denominations of change required.
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