



**SVAPA Parent Support Group
Minutes of Term 4 Meeting 1
Thursday 23rd October 2025
in Green Room of Tricycle Theatre**



Meeting opened at 6.30pm

Attendees

Kristy Riches Tracey Keary Shahna Gallagher Peter Cardy Julie Eglin
Monique Herbst Kathi Moeller Lima Eleanor Peters Cassie Netolicky

Apologies

Michelle Lehmann Rebecca Thomson Katherine MacArthur

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

Tiny works

The grant process is now complete, with eight successful applications being approved by the external assessor. The grants will continue to be issued this week, with half already collected. The students who weren't successful will still be assisted and will need to show creative thinking. The students have been consoled and advised that there is a plan to access an abundance of existing resources. Students don't need to be concerned. Eleanor advised that parents are asking when rehearsals will be. Shahna will confirm and provide communication, which Eleanor will notify in the group chat.

Year 7 & 8 Camp

The dorms were formalised in class last week. A reminder will be sent to parents regarding what needs to be packed and what to leave at home. Closed-in shoes are always required in the dining hall. Students should ensure they have a hat and a water bottle. Mobile phones are acceptable; however, they will be locked away most of the time. Students do not need laptops. Thank you to the staff who are attending and for the extra hours of planning. Various other staff will be joining students throughout the duration of the camp.

Welcome night

The home economics department is providing the catering, and has been paid, with food collection occurring at 2 pm. A copy of the slideshow and handbook is available if the committee would like to review. Shahna will send the slideshow to Kristy. Owen Griffer (publications/marketing) has updated it to show consistency with other formats – most information is the same as last year. LAA have prepared their own slideshow.

Year 7 workshop day

Trenton Harris is confirmed for the Year 7 workshop day, scheduled for Monday in Week 5. The workshop will be on plein air painting. Large canvases will be provided. Students will be sketching and drawing outside. Trenton is very excited and has shown Shahna his work. The students really enjoy working with him, and we are happy to have him. There will be a timetable clash for some year 7 students in Concert Band 3. An email will be sent to the parents confirming that the students are permitted to miss the rehearsal (confirmed via the IMMS director).

Yr 8 workshop day

Shahna sent out information at the end of last term. Further confirmation will be sent out soon. One guest artist needs to be replaced, and a new visual artist (prop making) is difficult to find. Shahna hopes to have that confirmed in the next few days. Prop making is tied to the media course. The idea is to make a prop that students can incorporate into the short film in media. Dates proposed initially are in week 5, but may change. Replacing the date for the Saturday workshop that was postponed from term 3 is difficult, as it is hard to find a date that works for all guest artists. The date will hopefully be this week. Two guest artists are currently locked in for 22 November, just waiting on the third to confirm.

Treasurers Report

It is with sadness that we must say goodbye to our Treasurer, Amanda Greenman. We would like to thank Mandy for her amazing efforts this year as she stepped into a role with many teething issues. Mandy has kindly forecast all motions required for the remainder of the year and into the early 2026 year.

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. Kristy is going to purchase the drinks for the evening. Peter will assist Kristy with eskys and ice. Kristy will obtain the square from Mandy and will supply for t-shirt orders in time for set up.
- 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.

New Financial Motions

- **Motion S2025.10.01**- Motion to fund 2026 Term 1 Year 7 and 8 workshop days (or early morning class) for \$900 each. Total motion cost is \$1800. Raised by Kristy. Seconded by Peter. All in favour.
- **Motion S2025.10.02** - Motion to fund 2026 Term 1 Year 9 early morning classes, \$900. Raised by Kristy. Seconded by Cassie. All in favour.
- **Motion S2025.10.03** - Motion to fund 2026 Arts Day Performers \$1000. Raised by Julie. Seconded by Eleanor. All in favour.
- **Motion S2025.10.04** - Motion to fund Fairy Floss Machine Hire and Consumables for 2026 Arts Day Stall, \$400. Raised by Kristy. Seconded by Cassie. All in favour.

Other Business

Our final meeting for the year is scheduled for 27th November 2025, location to be confirmed.

Meeting closed at 7:50 pm

T4M1 SVAPA Treasurer's Report – 23/10/2025

My apologies for not being able to attend the meeting.

Unfortunately I need to resign as SVAPA treasurer. My child has recently moved schools and so we will sadly no longer be members of the SVAPA community. I will continue to fulfil the requirements of the role until a new Treasurer is found, and I will then ensure a smooth handover.

1. Current Financial Position

Note: Committed funds are more than funds in the bank

- We are awaiting transfer of funds from the LAA for ongoing funding of the program
- There are a number of motions with committed funds that may be able to be released

Balance at Bank as reported at T3M2			\$37,289.09
Current Bank Balance as at 21/10/2025			\$37,307.48
Committed Funds			\$43,869.50
Income since last report:			
01/10/2025		Interest	\$18.39
Total Income since last report;			\$18.39
Payments made since last Report:			
Nil			
Total Payments Made since last report			\$0.00
Starting Balance + Total Income - Total Payments Made:			\$38,307.48
Bank Balance as at 03/09/2025 from Reconciled Xero Report			\$38,307.48

2. New Motions will be required in preparation for 2026

2025 Arts Exhibition Costs - including install/de-install art works
 Funding of 2026 Term 1 Early Morning Classes and Workshop days
 2026 Arts Day Festival Performers
 2026 Arts Day Festival Fairy Floss Supplies

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	2024 T1 M1	15th February 2024	Semester 2 2024 Saturday Master Classes	\$1,500.00
Motion S.2024.07.31.03	2024 T3 M1	31st July 2024	Year 7 & 8 Art Exhibition - Art Supplies	\$3,000.00
Motion S.2024.07.31.04	2024 T3 M1	31st July 2024	Food for Tiny Works	\$650.00
Motion S.2024.07.31.06	2024 T3 M1	31st July 2024	SVAPA Media/Screening Night - November 2024	\$500.00
Motion S.2024.07.31.07	2024 T3 M1	31st July 2024	SVAPA Y9 2024 Grad Breakfast & Slideshow Allocated -Bfast \$650, Show \$500 - \$237 has been paid out	\$912.60
Motion S.2024.07.31.08	2024 T3 M1	31st July 2024	SVAPA End of Year Student Awards	\$165.00
Motion S.2024.07.31.09	2024 T3 M1	31st July 2024	Food for SVAPA Planning Day (planning for 2025)	\$500.00

Motion 2024.11.21.02	2024 T4 M2	21st November 2024	2025 Term 1 Saturday Master Classes	\$1,500.00
Motion 2024.11.21.03	2024 T4 M2	21st November 2024	Arts Festival Day for Performers for 2025	\$1,700.00
Motion 2024.11.21.05	2024 T4 M2	21st November 2024	Visual Art Class Support, tools, Posca Pens etc, request from Lynda Kuntjy	\$1,000.00
Motion 2024.11.21.08	2024 T4 M2	21st November 2024	Year 7 and Art Exhibition art supplies	\$3,000.00
				\$14,427.60

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 Moo Maa & Junkadelic 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	\$2750.00	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	21/3/24	\$1500.00	\$0.00	
Motion S.2024.07.31.0 2	2024 T3 M1	21st July 2024	\$500.00	Food for SVAPA Rehearsal - Midwinters Nights Dream	06/08/2025	\$292.90	\$0.00	\$107.10 to be released
Motion S.2024.07.31.0 3	2024 T3 M1	31st July 2024	\$3000.00	Year 7 & 8 Art Exhibition - Art Supplies			\$3,000.00	
Motion S.2024.07.31.0 4	2024 T3 M1	31st July 2024	\$650.00	Food for Tiny Works			\$650.00	
Motion S.2024.07.31.0 5	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.2024.07.31.0 6	2024 T3 M1	31st July 2024	\$500.00	SVAPA Media/Screening Night - November 2024			\$500.00	
Motion S.2024.07.31.0 7	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.2024.07.31.0 8	2024 T3 M1	31st July 2024	\$165.00	SVAPA End of Year Student Awards			\$165.00	
Motion S.2024.07.31.0 9	2024 T3 M1	31st July 2024	\$500.00	Food for SVAPA Planning Day (planning for 2025)			\$500.00	
Motion S.2024.07.31.1 0	2024 T3 M1	21st 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.2024.08.28.0 2	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	

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 2025 - catering for future parents			\$600.00	
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.2025.02.20.0 2	2025 T1 M1	20th February 2025	\$1800.00	Term 1 early morning			\$1,800.00	
Motion S.2025.02.20.0 3	2025 T1 M1	20th February 2025	\$1800.00	Term 2 early morning			\$1,800.00	
Motion S.2025.02.20.0 4	2025 T1 M1	20th February 2025	\$900.00	Term 1 Year 9 day workshop			\$900.00	
Motion S.2025.02.20.0 5	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 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 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	\$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	
S2025.06.01	2025 T3M1	2025-08-07	\$4000.00	To pay Hannah Davidson \$4000 for director services for MSD			\$4,000.00	

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		
Total Committed funds								\$43,869.50	