

**Minutes of General Meeting of  
Davallia Primary School P&C Association Inc.  
Tuesday, 14 June 2022  
DPS Library**

**Present**

*Committee members:* Leigh Walker (President), Megan Varker (outgoing Secretary), James Milne (incoming Secretary), Erin Gaunt (Treasurer), Tamara Maddock (Fundraising Coordinator)

*Staff:* John O'Neill (Principal) Mark Leaning (Associate Principal), Candi Nelson (Manager Corporate Services)

*DPS community members:* Belinda Popovski, Amy Samuels, Mandy Brosnan, Lennox Southon, Samantha Varllerine, Jarred Rowe, Susan Boswell, Gabrielle Wood, Michelle Cardy

**1. Welcome and introductions**

President Leigh Walker, opened the meeting at 7:31pm, welcoming everyone and acknowledging the good turnout for the meeting. It was also noted that due to impacts of COVID, this would be the only meeting for Term 2.

Leigh also made special mention and thanks to all the helpers on election day stating that it was a very successful event. Special thanks also went to the canteen volunteers and their valuable contribution given the marked increase in canteen orders over this cooler period.

**2. Apologies**

Fannie ?, Margot Wilson, Sunny Kendrick, Vicki Lee (Vice President), Jo and Megan, Katie Mitch

**3. Previous Minutes 29th March 2022**

**Motion: to accept previous minutes**

Moved: James Milne; Seconded: Megan Varker

**4. Correspondence**

Insurance from WACSO - **Treasurer to action.**

Book club - Michelle - see agenda item 9a

**5. Vacant positions**

Secretary - James Milne nominated - all in favour.

Vice President - no nominations (Vicki Lee wanting to step down).

**6. Principals report**

(see attached)

*Questions:*

Q: Anything happening with Juniper Way parking? A: There is a move to put the path on the other side of the bollards - hopefully during Term 3, but no commitment from the City of Joondalup.

Traffic Warden has been unwell - hopefully back soon.

**7. Treasurer's report**

(see also attached)

Erin has volunteered to be our new Treasurer. Motion to move Erin as Treasurer - unanimous agreement.

Cash balance - \$42,438

Election day raised approx. \$2000

Recent cake stall raised another \$30

Approved wishlist is \$58,342

P&C voted to approve funding for:

- Grammar work books
- A Block iPads
- C Block iPads

Voluntary contributions are yet to appear on balance sheet.

**Motion to move Treasurer's report.**

Megan Varker moved and Mandy Browman seconded

**8. Fundraising report**

Tamara - suggestion for more sausages and bacon at next voting day event.

Food fundraiser in the last week of term - sushi lunch

Term 3 - try for a quiz night or bogan bingo in last week of term

Faction carnival term 3 - food fundraiser

Sustainable gardens - online fundraiser - we get 30% of profits from items sold to families purchasing items online

Open night - cake stall/BBQ - Term 3 (approx week six)

Term 4 - family fun night - bouncy castles are out  
Need new ideas

Disco - beginning of term 4 (Halloween)

Term 4 - possible DoDS movie night

**9. General business**

- a. Michelle Cardy - Scholastic Book Club catalogue - concerns raised that the brochure includes horror genre graphics/images.
  - i. After much discussion, Michelle indicated that she was looking for the P&C's support for her to reach out to management within Scholastic to suggest options for reducing the impact of these images on younger students. General support was provided.
  - ii. It was suggested that a new protocol for years K-1 be implemented, whereby teachers would hand out brochures and instruct students to put them straight in their school bags. This was supported by the staff present at the meeting.

- iii. Megan Varker requested that Michelle's discussion with Scholastic included reference to bringing back the Lexile rating on books in the brochure. **Action: Megan to send information to Michelle for follow-up.**
  
- b. DoDs (Dads of Davallia) President - Jarred Rowe
  - i. Jarred explained that DoDs formed three years ago as part of the Fathering Project which provides an events framework, insurance, communication tools and parenting tips.
  - ii. DoDs has held a few events, some with dads and kids, some just dads, but event schedule heavily impacted by COVID.
  - iii. Important to note that its not a fundraising organisation with nominal e.vent fees that contribute to the Fathering Project membership fee.
  - iv. It was agreed that there should be greater coordination with P&C events.
  - v. **Action: Jarred to provide email text for inclusion of next message to class reps - also school newsletter - call for members for the organisation and committee members.**
  - vi. **Action: Tamara and Jarred to liaise over event calendars - some DODs events could be done under the P&C banners and insurance.**

**Next Meeting:**

Next Meeting: 9 August 2022

**Close of Meeting**

8:50pm

**Minutes of General Meeting of  
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Tuesday, 14 June 2022  
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**Present**

*Committee members:* Leigh Walker (President), James Milne (Secretary), Erin Gaunt (Treasurer), Tamara Maddock (Fundraising Coordinator)

*Staff:* John O'Neill (Principal)

*DPS community members:* Megan Varker, Vicki-Lee Pride, Jared Rowe, Jodie Miller, Merler Eggers, Stina Frantzich Gardiner

**1. Welcome and introductions**

President Leigh Walker opened the meeting at 7:34pm.

Special comment was made of her appreciation for the parents at Davallia PS who volunteered at short notice to help out at book fair / open night.

**2. Apologies**

Katie Mitch; Margot Wilson; Carina Lancaster; Belinda Popovski; Fanny Menrath; Mark Leaning (Associate Principal), Candi Nelson (Manager Corporate Services); Sunny Kendrick.

**3. Minutes and actions from previous meeting - 14 June 2022**

**Action:** Insurance from WACSO - Treasurer to action. **Paid**

**Action:** Megan Varker to send information on Lexile rating to Michelle for follow-up with Scholastic. **Complete.**

**Action:** Jared Rowe to provide email text on DoDs for inclusion of next message to class reps - also school newsletter - call for members for the organisation and committee members. **Complete.**

**Action:** Tamara and Jared to liaise over event calendars - some DODs events could be done under the P&C banners and insurance. **Complete**

**Motion: to accept previous minutes**

Moved: Megan Varker ; Seconded: Jared Rowe

**4. Correspondence**

1. Email from WACSSO - Davallia Primary School Certificate of Membership 2022 to 2023 and call for updating key contacts.

- a. Leigh has updated all contacts

2. Email from WACCSO - Annual Conference, call for registrations closes 19 August.

- a. **Action: Leigh to send to executive tonight, if no takers, then broader school community.**

3. Email from Coogee PS P&C advising of new P&C Facebook page.

**4. Action: James send the link to the facebook page to all members in the minutes**

a. [www.facebook.com/groups/1605125916537041/](http://www.facebook.com/groups/1605125916537041/)

**5. Vacant positions**

- Cash Treasurer - Margot happy to stay for this year, but will finish at the end of the year.
- Vice President - Abbie Nygeren nominated herself -
  - **Action: Abbie's appointment to occur at next meeting.**
- Disco coordinator - Looking to hold disco around Halloween time
  - **Action: Leigh to put a notice in the next newsletter.**

**6. Principals report**

(see attached)

*Questions asked:*

- Can we see a map of the new build? **Action: John to present plan at the next meeting**
- Have heard that we don't have enough cleaning staff? A: No, we don't - teaching staff are having to do it.

**7. Treasurer's report**

(see also attached)

Cash balance - \$35, 286

Paid out Kindy speech and hearing - \$6175

Paid WACSSO registration

Grammar workbooks received - **Action: John to send the invoice through for payment**

Approved wishlist is \$58,342

- i-pads for A block - not enough money yet (approx. \$5000 still to go)

Medical fridge and graduation hats are no longer required.

**Motion to move Treasurer's report.**

Vicki-Lee Pride moved and Tamara seconded

**8. Fundraising report**

Tamara -

- Cake stall - need one more volunteer (Jared volunteered)

- Music Quiz night - Bamboozled - 7:30 - 10:30, 10 September at Percy Doyle reserve club rooms - not yet promoting - facebook/newsletter/class reps/note to students - dress-up.  
**Action: John to promote to staff.**  
BYO platters and selling alcohol
- Sustainable fundraising initiative - online orders - to be promoted in the coming weeks.
- Family fun night - 25 November  
Looking at getting Gym buses in  
Dunk tank  
Musician from last year  
Food options - still under discussion
- Faction carnival -  
Sausage and bun and juice - Leigh running  
Coffee stall - from 8:30  
Cake stall -  
Face painter
- Disco - first week or two of term 4 - if a new coordinator can be found
- Laphon - week 10 Term 3
- Food fundraiser in week 9 Term 3

#### **9. General business**

- Cake stall bags phase out - BYO containers.  
Going to try and encourage use of own containers - but need paper bags as a back-up.
- DoDs - planning a BBQ event for next term  
A weekend in the first half of term 4

#### **Next Meeting:**

Next Meeting: 13 September 2022

#### **Close of Meeting**

8:32pm