



**Minutes of General Meeting of
Davallia Primary School P&C Association Inc.
Tuesday, 13 May 2025
DPS Library (and via MS Teams)**

Present in the room

Committee Executive: James Milne (Secretary), Faz Bashi (Treasurer), Dave Hawkey (IT Support)
Staff: John O'Neill (Principal and stand-in Chair for the meeting),
P&C and community members: Sam Vallerine, Leigh Walker, Suzy Rogers

Present online

P&C and community members: Liam Dowling, Elysia Bin Samat, Kirsten Barker, Mel Bluntish.

1. Acknowledgement of Country and introductions

John O'Neill welcomed everyone and opened the meeting at 7.31pm.

2. Declaration of conflicts of interest

Nil

3. Apologies

Committee Executive: Neroli Ridgewell (President), Michelle Zoontjens (Assistant Treasurer); Amy Mackney (Vice President)
Staff: Mark Leaning (Associate Principal), Sunny Kendrick (Associate Principal), Candi Nelson (Manager Corporate Services)
P&C and community members: Amy Williams, James Gaughran, Tess Allen, Heather Parish.

4. Previous minutes and carryover actions from actions from 29 October 2024 meeting, 2024 AGM and 2025 Budget meeting

ACTIONS

Outstanding from first meeting Term 4 2024:

- a. ATO reporting/updating registered contact. Neroli to contact WACSSO representative to seek advice on how to resolve this matter. - **Neroli to follow-up with local Federal Member - Tom French – defer to next meeting**

Actions from 1 April 2025 meeting

- a. Candi to send remaining musical instruments invoice ASAP (approx \$5,500). - **Candi to follow up**
- b. Jess to prepare regular comms after each fundraising event to say how much was raised at each event and where appropriate, identify who helped on the event. - **Complete**

- c. Neroli and James to liaise with Dave to agree on preferred email addresses and data transfer for new IT system ASAP. - **Complete**
- d. Candi to ask Michelle to update school calendar and promote new date for next meeting (13 May 2025) in newsletter. – **Not actioned – John to chase up**
- e. Grounds busy bee - committee to promote the date and call for volunteers. - **Complete**

<p>Motion: to accept previous minutes</p>
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<p>Moved by Leigh Walker; Seconded by Sam Valerine</p>
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5. Correspondence

- a. WACSSO State Council Elections outcome - No nominations received, so currently no Perth North Electorate representative.
- b. Variety Kids Choir - call for singers promotional flyer. – **Neroli has sent to Mrs Agnello**
- c. San Churro Whitford - fundraising offer. **Sent to Sam – Sam to follow-up**
- d. Civiq - The Art of Hydration promotional info on decorating drink fountains. – **James to send to John**
- e. Liam Staltari offer to attend P&C meeting to identify needs and priorities. – **James to send dates for next two meetings to Liam's appointment secretary.**

6. Principal's report

See attached

School carnival – 28 August 2025

7. Treasurer's report

(see Treasurer's Report attached)

Current cash balance – approx. \$47,300

The voluntary contributions hasn't come through yet – **Action: John to chase up with Candie**

John advised that the Kindy Tap has been installed – school needed to arrange for timing purposes. Repayment to school to be made once budget allows for this.

<p>Motion to accept Treasurer's report.</p>
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<p>moved: Suzy Rogers ; seconded: Leigh Walker</p>
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8. Fundraising report

State and Federal election:

- Good events, especially the federal election
- Two additional trips to the shop required to re-stock
- Did not do Mother's day raffle – instead had an online store that raised approx. \$130 – 25% commission on everything sold. Suggestion to run one for Father's Day.
- Nothing planned for Pirate Day – focus on raising money for cancer research
- End of term sushi fundraiser to be planned
- Faction Carnival – Subway and cake stall to be planned
- Dominos Dough Raiser being organised
- Crazy Camel art fund raiser – suggestion to open to whole school – **Action: John to raise with the staff to gauge interest.**

- FFN
 - o Lots of work still required
 - o Silent auction – does everyone want to keep doing this?
 - Suggestion to go back to hampers – but do just one for each cohort. This would be eight plus bike, plus staff one – likely to get one from Liam too.

9. General business

Leigh Walker

- Graduation Coordinator mailbox creation
Action: Dave to create a 'graduation@' email address
- Year 6 cake stall money to be used for admin staff presents plus the four year 6 teachers

Motion to agree that all funds raised each year from the Year 6 cake stall be used for purchasing thank you gifts for admin staff and Year 6 teachers.

Moved by: Leigh Walker; Seconded by Suzy Rogers – all voted yes

Faz Bashi

- arranging for Business Express Deposit bags to be collected for the management of cash deposits – **Action: Faz to pass on Business Express Deposit bags to Claudia and Michelle once received.**

Sam Valerine

- raised issue of some old email addresses on the website that haven't been created in the new systems – **Action: Hold over to next meeting so Neroli can confirm which email addresses are to be created in the new system.**

Suzy Rogers

- busy bee on Saturday 24 May – **Action: class reps to send a reminder about Busy Bee**

John O'Neil

- Liam Staltari attended Principal's Network meeting. Issues over equity in the funding commitments being offered. Liam has suggested that he will pursue with the Minister for Education as the Shadow Minister.

Next Meeting:

Tuesday, 24 June 2025

Close of Meeting 8:41pm