



**Minutes of General Meeting of  
Davallia Primary School P&C Association Inc.  
Tuesday, 24 June 2025  
DPS Library (and via MS Teams)**

**Present in the room**

*Committee Executive:* Neroli Ridgewell (President), James Milne (Secretary), Dave Hawkey (IT Support), Michelle Zoontjens (Assistant Treasurer), Amy Mackney (Vice President)

*Staff:* John O'Neill (Principal),

*P&C and community members:* Samantha Vallerine, Leigh Walker, Suzy Rogers

**Present online**

*Committee Executive:* Faz Bashi (Treasurer)

*Staff:* Nil

*P&C and community members:* Olivia Dowling, Elysia Bin Samat, Jess Stricklan, Liam Dowling

**1. Acknowledgement of Country and introductions**

Neroli welcomed everyone and opened the meeting at 7.31pm.

**2. Declaration of conflicts of interest**

Nil

**3. Apologies**

*Committee Executive:* Nil

*Staff:* Mark Leaning (Associate Principal), Sunny Kendrick (Associate Principal), Candi Nelson (Manager Corporate Services)

*P&C and community members:* Ashleigh Shapland, Tess Allen, Heather Parish, Mel Bluntish, Kelly Cox

**4. Previous minutes and carryover actions**

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. – **Outstanding, but progress made.**

*Actions from 1 April 2025 meeting*

- b. Candi to send remaining musical instruments invoice ASAP (approx \$5,500) – John to follow-up with Candi - Complete

*Actions from 13 May 2025 meeting*

- c. Civiq - The Art of Hydration promotional info on decorating drink fountains. – James to send to John – Complete

- d. 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 – Complete, Liam attending at 12 August 2025 meeting.
- e. The voluntary contributions hasn’t come through yet – John to chase up with Candi – Complete - \$22,000, but more coming will be coming through tomorrow.
- f. Crazy Camel art fund raiser – suggestion to open to whole school – Action: John to raise with the staff to gauge interest – John to contact Fundraisers directly.
- g. Graduation Coordinator mailbox creation. Dave to create a ‘graduation@’ email address – Complete – details provided to Kerry Dillow.
- h. Express Deposit bags to be collected for the management of cash deposits – Faz to pass on Business Express Deposit bags to Claudia and Michelle once received. Complete.
- i. Old email addresses on the website that haven’t been created in the new system – Hold over to next meeting so Neroli can confirm which email addresses are to be created in the new system. Complete. Neroli has confirmed that no ‘communications’ mailbox is needed.
- j. Busy bee on Saturday 24 May – class reps to send a reminder about Busy Bee – Complete.

**Motion: to accept previous minutes**

Moved by Leigh Walker; Seconded by Michelle Zoontjens

**5. Correspondence**

- a. WACSSO affiliation invoice - \$1916.01. - Paid
- b. Follow-up to FFN hamper idea from Leigh Walker – offering advice for comms to Class Reps.  
**Action: Leigh and Sam to liaise with each other.**
- c. Pop Crackle – email about faction carnival coloured jewellery fundraiser – Not supported.

**6. Principal’s report**

See attached

**7. Treasurer’s report**

(see Treasurer’s Report attached)

Current cash balance – approx. \$53,000

Income was \$28,000 since the last meeting

Biggest outgoings - \$20,000

There are now sufficient funds to approve all un-approved items.

**Action: Candi to work out how many families paid voluntary contributions this year compared with last year.**

**Motion to accept Treasurer's report and approve payment of all remaining wish list items.**

moved: Suzy Rogers; seconded: Sam Vallerine

**8. Fundraising report**

(see also Fundraising Report attached)

- End of term sushi – 30 June
- Grill’d – applying to get a jar at the Karrinyup store
- Dough-raiser – on hold for now

- Faction carnival
  - o Subway lunch / coffee van / hot chips considering asking Liam to contribute
  - o No cake stall – all voted and agreed on this
  - o Hair spray – Leigh to run with faction captains
  - o Icy poles and pom poms (no blue ones left) – not buying any new ones
- Father's Day online fundraiser
- Colour Run
  - o Shirts fundraiser
  - o Icy poles – to be sold before hand
- Halloween disco – 30 Oct (Thursday)
  - o Decided to leave as is in terms of age group split – junior senior
- FFN – 28 Nov 2025
  - o Dunk tank - \$693 to be paid
  - o Inflatable in under cover area \$500 (suggestion to ask for Care for Kids to pay)
    - Softfall matting on the exit – school to provide
    - Extra volunteers needed
  - o Food vendors
    - Soft serve ice cream
    - Doughnuts
    - Fish and Chips
    - Pizza
    - Sausage sizzle – offer to a community sporting team (and they keep the proceeds)
  - o Lighting x2 towers
  - o Musician
  - o Chocolate throw
    - Councillors and their parents to run
  - o Hampers
    - Bike
    - One hamper per year group plus Liam's
      - \$5 per student toward the hampers
      - Amy to come up with a list of nine hamper ideas
  - o Silent disco
  - o Lolly shop

## 9. General business

- a. Local State MP Liam Staltari attending next meeting.
  - i. **Action – everyone to think about what they might like to discuss with him**

### Next Meeting:

Tuesday, 12 August 2025

Close of Meeting 8:51pm