



Victoria Park Primary School P&C Association

Minutes of General Meeting 17 March 2026

Held: VPPS Staff Room, 1 Cargill St, Victoria Park

Meeting Opened: 7:06 pm

ATTENDANCE

Siobhan Wiersma
(President/Chair)
Travis Miller (Principal)

Dane Hazelton
(Treasurer)
Jenn Stojceski (Deputy
Principal)
Petia Raynor

Sascha Haste (Secretary)

Dominik Elias

Kate Gibson

APOLOGIES

Sanjay Ramaicrishnan

Len

Nicole Cox Bertoldo (Vice
President)

ITEMS

ACTION (NAMES)

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<p>1. Confirmation of Previous Minutes</p> <p>Resolution: That the minutes of the previous General Meeting of Victoria Park Primary School P&C Association held on 17 February 2026 be taken as read and confirmed as a true and accurate record. Moved: Sascha Haste. Seconded: Dane Hazelton.</p>	
<p>2. Principal's Report</p> <p>Resolution: That the Principal's Report be received.</p> <p>Additional Notes:</p> <p>2.1. NAPLAN: Years 3 and 5 assessments concluding successfully.</p> <p>2.2. Sporting Events: Interschool Swimming Carnival scheduled 23 March at Leisurelife. Summer Carnival (Years 5 & 6) on 31 March.</p> <p>2.3. Parent-Teacher Interviews: Full day scheduled 31 March (11:00–17:00) per state government directive. Camp Australia to provide childcare services.</p> <p>2.4. Facility Maintenance: Painting of the Administration block and Year 1/2 block scheduled for upcoming term holidays.</p> <p>2.5. Community Engagement: Recent parent information sessions reached 80+ attendees across three sessions. Upcoming sessions will focus on literacy and numeracy.</p>	<p>Travis Miller</p>
<p>3. President's Report & School Wishlist</p>	<p>Siobhan Wiersma</p>

<p>Resolution: That the President's Report be received.</p> <p>The committee reviewed the current school Wishlist for potential P&C funding:</p> <ol style="list-style-type: none"> 3.1. Interschool Shirts (TBA): Required update to new school logo. 3.2. Cockatoo Watering Station (TBA): Staff request for environmental area. 3.3. Library Redevelopment (TBA): ACTION – Travis Miller to provide concept design and contemporary pricing. 3.4. Concrete Slide Upgrade (\$24,000): Proposal for two plastic tubes (\$12,000 each) fitted over existing concrete. 3.5. Mammoth / Nest Swing (\$33,000): Rope net swing for early childhood area. 3.6. Water Fountain Upgrades (TBA): ACTION – Travis Miller to provide costings for refrigerated bottle-filler stations and retrofitting. 3.7. Albany Highway Playground Part B (\$135,000 total): Current school savings \$100,000 – \$35,000 funding gap. 	
<p>4. Treasurer's Report</p> <p>Resolution: That the Treasurer's Report be received.</p> <p>Additional Notes:</p> <ol style="list-style-type: none"> 4.1. Financial Position: Current bank balance \$57,000. Net available funds (after set-asides for Fathering Project and Year 6 funds) approximately \$47,000. 4.2. Revenue & Expenses: YTD income \$12,000 including \$8,000 contribution from Campion. Recent disbursements of \$20,000 covered school mural and Year 6 graduation expenses. <p>Resolution: That \$1,000 be transferred to the Year 6 Graduation fund as a donation/advance. Moved: Dane Hazelton. Seconded: Petia Raynor.</p> <p>Carried</p> <p>ACTION: Travis Miller to investigate the source of a \$1,300 school transfer (assumed voluntary levies).</p>	<p>Dane Hazelton</p>
<p>5. Term 2 Fundraising and Event Planning</p> <ol style="list-style-type: none"> 5.1. Mother's Day Stall (8 May): Organised by Kate Gibson and Nicole Cox Bertoldo. Gifts purchased, wrapping underway. ACTION – Kate Gibson to distribute volunteer signup sheet. 5.2. Movie Night (15 May): Confirmed for Term 2. ACTION – Sascha Haste to establish organising committee subgroup on WhatsApp. 5.3. Year 6 Swap Meet (29 March): Dedicated Year 6 fundraiser. P&C will host a stall selling "I Heart VP" merchandise. ACTION – Sascha Haste to coordinate volunteer coverage. 5.4. Easter Raffle (Christine and Nicole): Chocolate collection from 23 March. Ticket sales 26 March – 2 April. Mega Draw on 2 April (last day of school). ACTION – Dominik Elias to coordinate volunteers for morning ticket sales. 	<p>Kate Gibson / Sascha Haste / Dominik Elias</p>

<p>6. Future Planning and Proposals (Terms 3 & 4)</p> <p>6.1. Crazy Camel: Artwork to be completed Term 3 for Term 4 sales. ACTION – Travis Miller to manage teacher communications regarding material distribution.</p> <p>6.2. John Hughes Partnership: Proposal for branding partnership promoting “John Hughes Ford brand” including car displays at interschool events and potential funding for new shirts. ACTION – Travis Miller to refer proposal to School Board.</p> <p>6.3. Community Night Market: Petia Raynor proposed artisan market for late Term 4. ACTION – Petia Raynor to research Town of Victoria Park Summer Street Party to avoid scheduling conflicts.</p> <p>6.4. Fundraising Poll: ACTION – Siobhan Wiersma to poll WhatsApp group to decide between Quiz Night or Bingo Night for Term 3 (noting Bingo requires a specific gaming licence).</p>	<p>Travis Miller / Petia Raynor / Siobhan Wiersma</p>
<p>7. General Business and Administrative Updates</p> <p>Miscellaneous Spend Allowance: Resolution: That a \$1,500 discretionary spending allowance be approved for unforeseen repairs/replacements between meetings (pre-authorized reimbursement ceiling, not cash-on-hand). Spend to be reported via WhatsApp with receipts provided to Treasurer. Moved: Petia Raynor. Seconded: Kate Gibson.</p> <p>7.1. Communication: Official transition from Messenger to WhatsApp complete. ACTION – Sascha Haste to archive old Messenger chats as of end of Term 1.</p> <p>7.2. Volunteer Engagement: ACTION – Kate Gibson to establish a “Volunteers Only” WhatsApp subgroup. New volunteers to be recruited via QR codes on school posters.</p> <p>7.3. Virtual Meeting Procedure: Microsoft Teams remains “Plan B” only. Meeting recording approved for minute-taking accuracy; will not replace in-person attendance for voting/quorum.</p> <p>7.4. Camp Australia Community Fund: School has access to \$2,000 donation. Suggestions include coffee cart for Faction Carnival, childcare vouchers, or event equipment such as a foam machine.</p> <p>7.5. School Community Items: New school song launched (Year 6 gift). ACTION – Travis Miller to upload lyrics to school website. School currently lacks a Reconciliation Action Plan (RAP); noted as a priority for future development.</p>	<p>Sascha Haste / Kate Gibson / Travis Miller</p>
<p>8. Next Meeting</p> <p>The next General Meeting will be held: Monday 4 May (Staff Room, VPPS)</p>	
<p>Meeting Closed: 8:01 pm</p>	

Action Item Summary

ACTION	RESPONSIBLE	BY WHEN
Library Redevelopment: Provide concept design and contemporary pricing.	Travis Miller	Term 2
Water Fountain Upgrades: Provide costings for refrigerated bottle-filler stations and retrofitting.	Travis Miller	Term 2
Treasurer: Investigate source of \$1,300 school transfer (assumed voluntary levies).	Dane Hazelton	Next meeting
Mother's Day Stall: Distribute volunteer signup sheet for 8 May.	Kate Gibson	Before 8 May
Movie Night: Establish organising committee subgroup on WhatsApp.	Sascha Haste	ASAP
Year 6 Swap Meet: Coordinate volunteer coverage for P&C stall on 29 March.	Sascha Haste	Before 29 March
Easter Raffle: Coordinate volunteers for morning ticket sales.	Dominik Elias	From 26 March
Crazy Camel: Manage teacher communications regarding material distribution.	Travis Miller	Term 3
John Hughes Partnership: Refer proposal to School Board.	Travis Miller	Term 2
Community Night Market: Research Town of Victoria Park Summer Street Party dates.	Petia Raynor	Term 2
Fundraising Poll: Poll WhatsApp group – Quiz Night or Bingo Night for Term 3.	Siobhan Wiersma	ASAP
Communications: Archive old Messenger chats.	Sascha Haste	End Term 1
Volunteers: Establish "Volunteers Only" WhatsApp subgroup.	Kate Gibson	ASAP
School Song: Upload lyrics to school website.	Travis Miller	Term 2