

# HILLARYS P&C

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## ANNUAL GENERAL MEETING - AGENDA

Date: 16<sup>th</sup> March 2026

Location: Hillarys Primary School

Victoria Volonta (Chairperson)	Sally Bennetts	Trevor Mitchell	Raechelle Daulby
Chloe Morris	Michelle Minichin	Kristie Pring	Sean Christie
Kate Brennan	Luci Kane	Margaret Rule	Ashlee Wynyard
Eloise Ashman	Amy Brown	Elise Swanepoel	Denise Dewing
Emmalee Szymczk			

ITEM	DESCRIPTION	Action By	Date
1.	Welcome to Country		
2.	Confirmation of Minutes of Previous Meeting 16/02/2026		
	Read and confirmed as true and accurate. Motioned/Seconded	Chloe/Eloise	
3.	Correspondence		
4.	Reports		
4.1	President's Report- See Attached	Victoria	
4.2	Treasurer's Report- See Attached	Chloe	
4.3	Principals Report- See Attached	Trevor	
5.	Elections		
5.1	Office Bearers:  In accordance with the P&C Association Constitution the following office bearer positions were nominated and approved.  President- Victoria Volonta Vice President- Chloe Morris Secretary- Margaret Rule Treasurer- Chloe Morris		
5.2	Executive Committee members are as follows:  Sally Bennetts, Michelle Minchin, Heather Satinover, Kate Brennan, Ashlee Wynyard, Amy Brown, Eloise Ashman, Raechelle Daulby.		
6.	Appointments		
6.1	Motion to Approve WACSSO Invoice, and extra Delegate for conference \$268 for 2 <sup>nd</sup> ticket. Delegates to be appointed later.  Motion Passed.	All	
6.2	Signatory Motion  <b>Motion 1:</b> That; a) Victoria Volonta; DOB 17/11/1982 as President and; b) Chloe Morris; DOB 13/01/1988 as Vice President and;	ALL	

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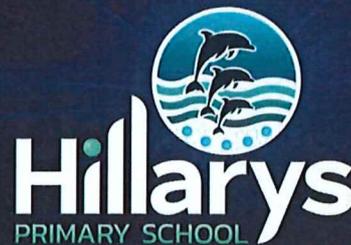
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	<p>c) Margaret Rule; DOB 21/03/1980 as Secretary and;  d) Chloe Morris; DOB 13/01/1988 as Treasurer of the Hillarys Primary School Parents &amp; Citizens Association Incorporated be appointed authorised signatories of the P&amp;C accounts including bank accounts.</p> <p>1. (Hillarys Primary School P&amp;C INC) (066-160 1100 7254) held with Commonwealth Bank.  2. (Reserve Hillarys Primary School P&amp;C INC) (066-160 1100 7297) held with Commonwealth Bank.</p> <p><b>Motion 2:</b> Any combination of two of the authorised signatories named above in Motion 1 and Kate Brennan (07/08/1996) may authorise any transaction on accounts they are signatories of.</p> <p><b>Motions Passed</b></p>		
6.3	<p><b>Solvency Declaration:</b>  Executive confirmed the association is solvent and able to meet its financial obligations.  - Attached below</p>		
7.	<b>General Business</b>		
7.1	Motion to Approve \$64.10 for ANZAC wreath for School Assembly	ALL	
7.2	Motion to Approve Reckon Invoice Accounting system-Reckon roughly \$700/\$800 Chloe has advised to Discontinue and move to excel sheet.		
7.4	<p>Easter Fundraiser  Motion to approve \$250 for the purchase of Easter Fundraising items, chocolates, card, bunnies, Shirts, plastic eggs, Velcro, prizes etc) and the motion to approve \$650 for the sausage sizzle including buns, onions, sauces, sausages, cans, juice boxes, oil.  Sausage Sizzle  -Set up Flexischools and have a preorder system for families so we have a rough idea of numbers.</p>	ALL  ALL	
7.5	Mother's Day Fundraiser- Motion for \$4000 for purchase of Mother's Day Stall gifts, with the intention to underspend if possible. Children can buy over 2 days. A subcommittee to finalise product selection.		
7.6	<p>P&amp;C Representatives (Communications, Fundraising, Book Club)  Communications- Emmalee Szymczyk  Book club Committee -Emmalee Szymczyk &amp; Ashlee Wynyard (Contact Marisha)  Flexischools- Eloise Ashman</p>		
8.	<b>New Business</b>		
9	<b>Next Meeting:</b>		
	Next general meeting will be held Term 2		
	<b>Meeting Closed at 8:05pm</b>		

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## President's Report – Year in Review

Thank you to all event organisers for the time, effort, and planning that made our activities successful and enjoyable for the school community. Your work behind the scenes has been invaluable.

A heartfelt thank you to our volunteers, whose willingness to help, whether regularly or occasionally, makes everything we do possible.

I would also like to acknowledge the Executive Committee for their leadership, collaboration, and commitment throughout the year.

Finally, sincere thanks to Kate and Jade for their contributions over the past year as Secretary and Vice President. Your support and dedication have been greatly appreciated.

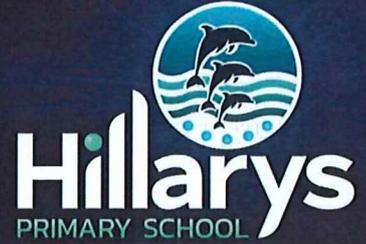
Thank you to everyone for another positive and productive year for our P&C.

Victoria Volonta



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Treasurers Report

10:45 PM  
13/03/26  
Accrual Basis

**Hillarys Primary School P&C Association Inc**  
**Balance Sheet**  
As of March 13, 2026

	<u>Mar 13, 26</u>
ASSETS	0.00
LIABILITIES	<u>0.00</u>
NET ASSETS	<u>0.00</u>
EQUITY	
32000 · 900000 - Retained Earnings	21,974.44
500 · 300000 - Opening Bal Equity	40.00
Net Income	<u>-22,014.44</u>
TOTAL EQUITY	<u>0.00</u>

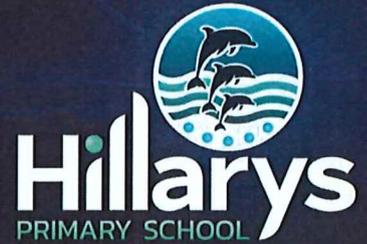
10:44 PM  
13/03/26  
Accrual Basis

**Hillarys Primary School P&C Association Inc**  
**Profit & Loss Detail**  
January 1 through March 13, 2026

Type	Date	Num	Name	Description	Clr	Split	Debit
Other Income/Expense							
Other Expense							
800000 Other Expense							
801 - other expense							
Cheque	18/02/2026	EVN2...	HPS P & C Assoc INC	Account cons...		101 - Society C...	22,014.44
Total 801 - other expense							<u>22,014.44</u>
Total 800000 Other Expense							<u>22,014.44</u>
Total Other Expense							<u>22,014.44</u>
Net Other Income							<u>22,014.44</u>
Net Income							<u>22,014.44</u>

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11:05 PM  
13/03/26  
Cash Basis

## Hillarys Primary School Parents & Citizens Association Inc. Balance Sheet As of March 13, 2026

	<u>Mar 13, 26</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Chequing/Savings</b>	
01C - CBAcheque (Cash At Bank)	17,686.79
01S - CBA savings (Cash at Bank)	33,216.20
<b>Total Chequing/Savings</b>	<u>50,902.99</u>
<b>Total Current Assets</b>	<u>50,902.99</u>
<b>TOTAL ASSETS</b>	<u><u>50,902.99</u></u>
<b>LIABILITIES</b>	<u>0.00</u>
<b>NET ASSETS</b>	<u><u>50,902.99</u></u>
<b>EQUITY</b>	
Opening Bal Equity	34,034.88
Retained Earnings (Undistributed earnings of the business)	-13,771.09
Net Income	30,639.20
<b>TOTAL EQUITY</b>	<u><u>50,902.99</u></u>

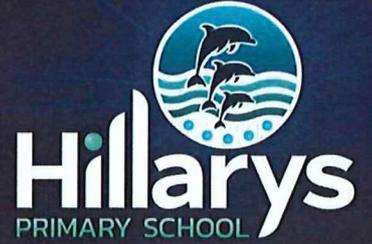
11:05 PM  
13/03/26  
Cash Basis

## Hillarys Primary School Parents & Citizens Association Inc. Profit & Loss Detail January 1 through March 13, 2026

Type	Date	Num	Name	Description	Class	Clr	Split
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>113 - Entertainment Book</b>							
Deposit	6/02/2026		Entertainment Book	Deposit			01C - CBAche...
Deposit	27/02/2026		Entertainment Book	Deposit			01C - CBAche...
Total 113 - Entertainment Book							
<b>114 P&amp;C family picnic T1</b>							
Deposit	24/01/2026		Sawitree Good the T...	Food Truck d...			01C - CBAche...
Deposit	4/02/2026		Mr Zhenlin Lin	Food truck de...			01C - CBAche...
Cheque	9/02/2026	EVN2...	Showbags	Showbags			01C - CBAche...
Deposit	16/02/2026		Justine McKinnon	Welcome Pic...			01C - CBAche...
Deposit	18/02/2026		Lia Williams	Avocado fund...			01C - CBAche...
Cheque	18/02/2026	EVN2...	Cash	Float			01C - CBAche...
Deposit	20/02/2026		Family Picnic	Square reader...			01C - CBAche...
Deposit	21/02/2026		Family Picnic	Square reader...			01C - CBAche...
Deposit	23/02/2026		Family Picnic	AMEX			01C - CBAche...
Deposit	23/02/2026		Freeman Nominees	10% profit foo...			01C - CBAche...
Cheque	26/02/2026	EVN2...	Eloise Ashman	Expense Rei...			01C - CBAche...
Cheque	26/02/2026	EVN2...	Eloise Ashman	Dunk tank de...			01C - CBAche...
Cheque	2/03/2026	EVN2...	Commonwealth Bank	POS Merchan...			01C - CBAche...
Deposit	6/03/2026		Fundraising	POS Sales			01C - CBAche...
Deposit	9/03/2026		Cash	Family picnic t...			01C - CBAche...
Deposit	9/03/2026		Cash	Family picnic t...			01C - CBAche...
Deposit	9/03/2026		Cash	Family picnic t...			01C - CBAche...
Deposit	9/03/2026		Chloe Merali	Family picnic t...			01C - CBAche...
Total 114 P&C family picnic T1							
<b>500 - Voluntary Contributions</b>							
Deposit	6/03/2026		Hillarys Primary Sch...	Voluntary Con...			01C - CBAche...
Total 500 - Voluntary Contributions							
<b>950U - unidentified other</b>							
Deposit	18/02/2026		HPS Canteen Account	Canteen acco...			01S - CBA savi...
Total 950U - unidentified other							
Total Income							
Gross Profit							

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<b>Expense</b>				
<b>301 - DONATION to HPS</b>				
Cheque	17/02/2026	EVN2...	Hillarys Primary Sch...	01C - CBAche...
Total 301 - DONATION to HPS				
Total Expense				
Net Ordinary Income				
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>950B - Interest Income</b>				
Deposit	1/01/2026	Commonwealth Bank	Deposit	01S - CBAsavi...
Deposit	1/02/2026	Commonwealth Bank	Deposit	01S - CBAsavi...
Deposit	18/02/2026	Commonwealth Bank	Deposit	01S - CBAsavi...
Total 950B - Interest Income				
Total Other Income				
<b>Other Expense</b>				
<b>850B - Bank Fees</b>				
Cheque	2/01/2026	EVN2...	Commonwealth Bank Merchant fees...	01C - CBAche...
Total 850B - Bank Fees				
Total Other Expense				
Net Other Income				
Net Income				

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11:05 PM  
13/03/26  
Cash Basis

## Hillarys Primary School Parents & Citizens Association Inc. Profit & Loss Detail January 1 through March 13, 2026

Debit	Credit	Original Amount	Balance
	140.00	140.00	140.00
	14.00	14.00	154.00
0.00	154.00		154.00
	150.00	150.00	150.00
	150.00	150.00	300.00
2,578.95		-2,578.95	-2,278.95
	500.00	500.00	-1,778.95
	135.00	135.00	-1,643.95
600.00		-600.00	-2,243.95
	1,522.00	1,522.00	-721.95
	56.00	56.00	-665.95
	8.00	8.00	-657.95
	43.01	43.01	-614.94
657.27		-657.27	-1,272.21
100.00		-100.00	-1,372.21
17.45		-17.45	-1,389.66
	1,366.78	1,366.78	-22.88
	743.50	743.50	720.62
	1,448.80	1,448.80	2,169.42
	2,587.20	2,587.20	4,756.62
	4.50	4.50	4,761.12
3,953.67	8,714.79		4,761.12
	4,240.00	4,240.00	4,240.00
0.00	4,240.00		4,240.00
	22,014.44	22,014.44	22,014.44
0.00	22,014.44		22,014.44
3,953.67	35,123.23		31,169.56
3,953.67	35,123.23		31,169.56
518.00		518.00	518.00
518.00	0.00		518.00
518.00	0.00		518.00
4,471.67	35,123.23		30,651.56
	0.10	0.10	0.10
	0.10	0.10	0.20
	1.19	1.19	1.39
0.00	1.39		1.39
0.00	1.39		1.39
13.75		13.75	13.75
13.75	0.00		13.75
13.75	0.00		13.75
13.75	1.39		-12.36
4,485.42	35,124.62		30,639.20

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## Principal P & C Report 16 March 2026

### PSR Feedback from our Regional Directors

We would like to take this opportunity to acknowledge the work of the school *and* to congratulate you and *your* staff on the many positive aspects highlighted in the report, including:

- Clear, purposeful and proactive communication that strengthens engagement with families and the wider community.
- A responsive and inclusive learning environment that prioritises student wellbeing, belonging and positive relationships.
- Intentional and cohesive leadership that has successfully guided the school through significant redevelopment while maintaining a strong focus on student learning and shared accountability.
- Transparent and strategic resource management that aligns staffing, funding and facilities to school priorities and student needs.
- Consistent instructional leadership and whole school approaches that strengthen teaching quality and collective efficacy.
- A strong, collaborative and data informed approach to student achievement and progress that enables responsive planning and targeted intervention.

The report reflects a school community characterised by genuine care, strong partnerships and a clear commitment to continuous improvement. The commendations affirm the positive culture you and your team have cultivated and the impact this is having on students.

We look forward to hearing about the continued growth and success of the school as you build on this strong foundation.

### Welcome Event

Thank you to Elioise Ashman and volunteers for their energy and time with organising this event. This is a new initiative for us and is a great way for families to connect and welcome in the new school year. I hope to see you there. 5-7 pm Friday 20th February.

### Open Night

Thank you for your hard work with the Easter activities for the children and its connection with Open Night on Wednesday 1 April.

### Bookfair

Mrs Kemp has organised a Bookfair for the final week of term. Bookfairs are one way the school tries to reduce the subscription payment for the P & C or parents for the Literacy Pro program. We do need some more parent helpers to sign up for the Bookfair. Thank you.

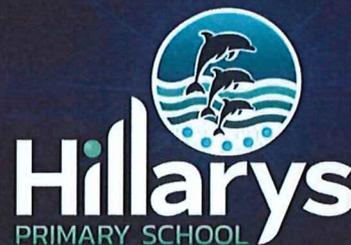
### Funding Support from the P & C 2026 - School Wishlist

A recent newsletter provided the school community with an outline of the school's resource and facility improvement vision.

Some work is underway with the achievement of some of these milestones.

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An example of this is applying for a grant to reinvigorate the oval hillside. Thank you, Mr Coufos. Also, the ongoing work in the cultural space through the finalisation of the planters, the reticulation set-up, adding yarn circle sand and footings, and building a new access point so our junior primary classes have improved access. Thanks to Ben Hooper for continuing his support.

I look forward to progressing a three-year P & C fundraising plan for the school across Term 2. This approach will assist with improved direction, understanding and transparency regarding school processes, and making the necessary links to school strategic and operational intent. Large, medium and small goals will be included, which can be more easily aligned to fundraising events. It's also a great way to align parent requests to specific school needs, and student learning intent.

## **2026 Grounds and Facilities Plan - As per our school newsletter.**

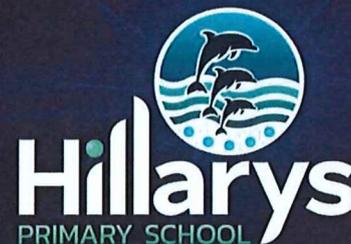
We hope you will be able to get behind us and our efforts with progressing the following plans in 2026. Please email us if you can assist in any way. Thank you. [hillarys.ps@education.wa.edu.au](mailto:hillarys.ps@education.wa.edu.au)

- Adding directional, safety and theme-based footpath signage within and around the school. Build on our progress with the 'Your Move' program
- Adding additional bike storage areas (with bike racks), where appropriate
- Providing intentional play points on the southern hillside within the permanent fence line. Pathways, terracing, nature play equipment and seating
- Install additional sustainability garden beds at the southern end of the school.
- Installing additional seats and benches throughout the school to support our outdoor classroom focus - particularly at the back of Djeran.
- Replace the woodchips at the back of Kambarang with grass for balls games and loose parts activities.
- Supply and install a narrow shed for the storage of sporting equipment and loose parts play equipment at the back of Kambarang.
- Supply and install a loose parts storage shed within the Djilba playground - Pre-primary
- Add additional outdoor play equipment and nature play equipment to the Birak playground space
- Supply and install raised garden beds and bush tucker plants to the cultural space in the central courtyard space of the school.
- Provision of steps into the cultural space for student access from Kambarang and Birak blocks
- Provision of portable picnic tables for outside events, and activities
- Provision of 4 new portable 6 x 3 shade structures for school sporting activities and general events

Warm regards  
Trevor Mitchell  
Principal

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## TERM 1 GENERAL MEETING- AGENDA

Date: 16 February 2026

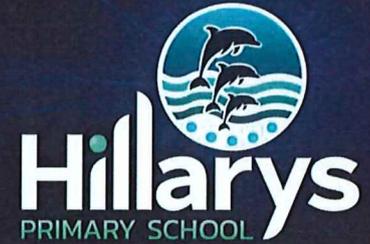
Time: 7-8pm

Location: Hillarys Primary School Library

ITEM	DESCRIPTION	ACTION BY	DATE
1.	<b>Confirmation of Minutes of Previous Meeting</b>		
	General Meeting 20/10/2025		
	General Meeting 19/11/2025		
2.	<b>Correspondence</b>		
	Justine PP Studio- Term Sponsor		
3.	<b>Reports</b>		
3.1	President's Report	Victoria	
3.2	Treasurer's Report	Chloe	
3.3	Principals Report	Trevor	
4.	<b>General Business</b>		
4.1	Welcome, Purpose of P&C -upcoming AGM, opportunity to join P&C		
4.2	Welcome Picnic Friday 20 <sup>th</sup> Feb		
4.3	2026 P&C Events- What are we fundraising for? See attachment		
4.4	Easter- Raffle...		
4.5	Approval \$\$ for Mother's Day stall		
5	<b>New Business</b>		
6	<b>Next Meeting/Closure</b>		
6.1	Next meeting; AGM 16 <sup>th</sup> March 7pm		

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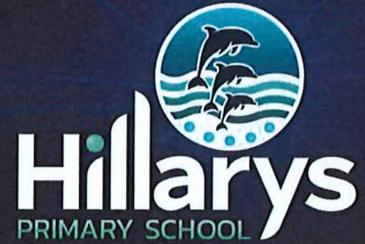
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Term	Event	Details / Notes	Fundraising Goal / Purpose	Rep / Coordinator
Term 1	Family Fiesta/ Welcome Back	Food trucks, Face painter, Performer, Car Bay Raffle, fate style games, Bake sale/ toys & Clothes drive		Eloise
	Easter Raffle	Families purchase raffle tickets for Easter Hampers  (Seek donations from families and local businesses)		Kate
Term 2	Mothers Day Stall	Organized Gifts for the children to purchase		Chloe
	P&C Day	Pizza lunch for the kids		Kate
	Picture Plates	Junior school K-3		Heather
Term 3	School Disco	Two sessions (junior/senior). Fun night of Dancing and singing with friends		Michelle
	Fathers Day Breakfast/ Stall	Organised gifts for the children to purchase.  Put on a special BBQ breakfast for all the Father Figures.		Chloe
	Staff Appreciation Day	Coffee van		
Term 4	Lapathon / Colour Run	Students run laps around the oval. Family & friends sponsor how many laps the children can do. This year will add in fun colour/water run towards the end/ during.	_____	_____
	Christmas Concert	Food trucks & Christmas Raffle	-	_____
	EOY Stationary Donations	Unused stationary to be donated to school office for 2027		
Other	Entertainment Book	Promote digital membership throughout the year		
	Athletes Foot Partnership	\$5 per pair of shoes donated to school when families mention Hillarys PS		
	Sports Carnival	BBQ, Bake sale, Coffee Van		

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## Schools Wishlist.

- Adding Airconditioning to our Assembly Area
- Adding directional, safety and theme-based footpath signage around the school.
- Reinstating full access to the student bike storage area by permanently installing the additional bike rack, adding tyre pump station and funding a hard cover shelter.
- Provide guided access and intentional play points on the hillside, within the fence line.
- Install sustainability kitchen garden beds at the southern end of the school. Additional storage sheds have been added this year to support the vision of our new sustainability space.
- Installing additional seats and benches throughout the school to support our outdoor classroom focus.
- Nature play access and loose parts play resources added to the play area in the Kambarang space.
- Supply and install a narrow shed for the storage of sporting equipment and loose parts play equipment in the Kambarang space.
- Add additional trees, and outdoor play and nature play equipment to the Birak space.
- Finalise landscaping and add benches and seating at the back of Djeran.
- Supply pooch parking locations with water bowls along the boundary.”