

HILLARYS P&C

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TERM 2 GENERAL MEETING - MINUTES

Date: 4 May 2026

Time: 7-8pm

Location: Hillarys Primary School Library

ATTENDANCE

Victoria VOLONTA	Chloe MORRIS	Margaret RULE	Trevor MITCHELL
Marisha KEMP	Eloise ASHMAN	Kate BRENNAN	Michelle MINCHIN
Ashlee WYNYARD	Emmalee SZYMCZYK	Kristie PRING	Raechelle DAULBY
Denise DEWING	Jay MUNDPUI	Sally BENNETTS	Elise SWANPOEL (online)
Soraya HEARN	Louisa CALVERT		

Apologies:

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ITEM	DESCRIPTION	ACTION BY	DATE
1.	Acknowledgement of Country		
2.	Confirmation of Minutes of Previous Meeting Minutes of AGM 16 March 2026 - Confirmed unanimously	ALL <input checked="" type="checkbox"/>	
3.	Correspondence		
	Tom French MP - Action: Respond with requested information and invitation to be part of Lap-a-thon	Margaret	
	Lauren Manton - Complimentary Entertainment book - Validity: 12 month from (future) activation - Action: allocate to fundraiser	Chloe	
	Parent feedback – Inclusivity / dietary needs - The P&C will be mindful to: <ul style="list-style-type: none"> ○ provide alternative options to children with allergies, sensitivities and cultural needs ○ Emphasise voluntary nature of all events (noting a financial hardship policy / “Family support fund” is in place. Families to be identified by school and identities confidential.) 	All	
4.	Reports		
4.1	President’s Report Great thanks to organisers and volunteers of successful Easter and Mother’s Day events for their tremendous efforts Fundraising Transparency: The group emphasised the importance of transparency by posting updates and photos showing how fundraising proceeds are spent, which encourages further donations and community trust.	Victoria <input checked="" type="checkbox"/>	
4.2	Treasurer’s Report Account Balances reported for main account balance and the canteen account (to be consolidated)	Chloe <input checked="" type="checkbox"/>	
4.3	Principal’s Report Three-Year Fundraising Plan: Trevor outlined progress on a three-year fundraising plan, aligning parent and staff priorities, and categorising funding requests by size to streamline future decision-making. School Strategic Initiatives and National Quality Standard Review (please see full report attached)	Trevor <input checked="" type="checkbox"/>	
	MOTION Mother’s Day Fund Allocation: A motion was raised and approved to allocate all funds raised from the Mother’s Day event towards air conditioning improvements (small units, in addition to the large units already approved in 2025) Actioned: Approved by all.		

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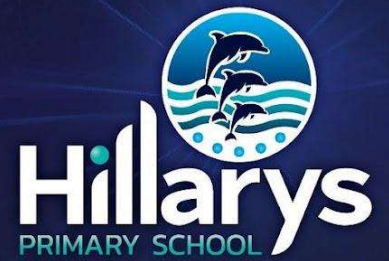
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5.	General Business		
5.2	<p>Previous event - Easter fair</p> <ul style="list-style-type: none"> - Positive community feedback - Sausage sizzle was oversubscribed and had to top up supplies. Learning: flexischools pre-order proved clunky. - Good turnout of volunteers 	Kate <input checked="" type="checkbox"/>	
5.3	<p>Previous event - Mother's Day</p> <ul style="list-style-type: none"> - Good turnout of volunteers thanks to new and improved social media management 	Chloe <input checked="" type="checkbox"/>	
5.4	<p>Upcoming events - P&C Day</p> <ul style="list-style-type: none"> - Kate confirmed arrangements with the pizza supplier, offering both small and large pizzas with gluten-free and dairy-free options, and discussed logistics for ordering, labelling, and delivery, including involving Year 6 students in distribution - Discussed Working Group, Volunteers 	Kate	
5.5	<p>Upcoming events - Picture plates</p> <ul style="list-style-type: none"> - Discussed the importance of having dedicated organisers for each event and the willingness to cancel events if no coordinator is available, to prevent volunteer burnout - Decision deferred 		
	<p>Year 6 Fundraising and Graduation - discussed fundraising strategies</p> <ul style="list-style-type: none"> - yearbook production cost estimated at \$1,500 - additional graduation expenses (event, deco) c. \$3,000 (note: venues book out early) - Fundraising Options: <ol style="list-style-type: none"> a. Previously: Y6 parents ran election day sausage sizzle b. Y6 parents could organise events (with school approval) c. Y6 parents could join P&C fundraising events d. Y6 parents could pay direct (noting family support fund / financial hardship policy is in place) e. P&C could finance - Various fundraising ideas were considered, including external (Bunnings) sausage sizzles, hosting third party suppliers (ice cream, coffee van offer c. 15% 'commissions'), initiating a dedicated Y6 event (quiz night?) - Y6 representatives expressed a preference for simple fundraising events that do not overburden parents /volunteers - The group considered establishing a standard event or fund for Year 6 activities - Requests for P&C funding (Option e.) should be submitted by email with at least seven days' notice, to be added to the meeting agenda and voted on by financial members. 	Y6 parents	

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6	New Business		
6.2	Proposal: Quiz Night event Jay presented ideas for a quiz night, potentially themed around: <ul style="list-style-type: none">- Father's Day (child friendly, no alcohol)- External (evening event for parents, alcohol served) Discussed the need for a coordinator and community involvement	Jay	
7	Next Meeting/Closure		
7.1	Next meeting: several agenda items were deferred to an additional and newly convened P&C meeting, scheduled for 2 June 19.00-20.00		



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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		

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.”
 - Music- Ukeleles
- Grass behind Kambarang