



SHELLEY PRIMARY SCHOOL

PARENTS & CITIZENS ASSOCIATION INC.

Monota Avenue, SHELLEY WA 6148

MINUTES OF GENERAL MEETING Tuesday 4 August 2026 Online Meeting held via Teams

1. OPEN, WELCOME & APOLOGIES

Rod Y opened the meeting at 7:08pm.

In attendance: Rod Y, Agnes C, Shalini V, Simeran C, Chenoa, Danae B, Felicity, Linley, Eddie, Chailing, Essie, Kiran R, Erica

Apologies: Louise B, Trevor P, and Dee S.

2. MEETING COMMENCED 7:08 PM

Confirmation of previous minutes from meeting 5 May 2026.

3. GENERAL BUSINESS

3.1 *Fathers Day*

- Danae updated that Dee and Erica are going to all the purchasing shortly.
- Leftovers from last year will be passed to Dee.
- Felicity said the mugs and coffee vouchers are best sellers.
- Danae said we might change the date for the Fathers Day stall to 4 September.
- A roster will be set up accordingly for the stall.

3.2 *Athletics Carnival*

- The school has said they will do a coffee van.
- Vicky and Karolina said would do cheesies and fro yos for recess.
- Linley queried whether we do a sausage sizzle.
- It was suggested we do subway and sausage sizzle.
- A few people from the P&C will need to volunteer for the sausage sizzle. Rod and Kiran said they were happy to volunteer.
- It was decided we will do a pre-order.
- Danae will contact Subway to confirm options.
- In regards to the cake stall Erica and Chenoa will handle this.
- There is hair spray and hair ties to sell which we will sell in the lead up to the Faction Carnival

3.3 *Social events*

- Colleen advised that the High Tea wasn't possible last term.
- Felicity and Kiran said they are happy to take care of the sponsorship.
- It was suggested we aim to do it early Term 4. It was suggested either 17 or 24 October.

- Colleen suggested Fremantle would be a good venue to host it.
- Colleen will find a venue.
- We should aim to sell 40 to 50 tickets to be sold.
- Colleen will prepare a save the date for the high tea on 24 October 2026.
- It was suggested we hold the Color Run on 13 November and the Camp out on 27 November.
- Kiran suggested if we could do the Color Run on the last day (17 December) – we will check with Trevor.

3.4 CBA requirements

- Rod advised that he has been trying to sort the Merchant Fees.
- As a result we need to do some short minutes. Rod said he will draft the minutes and get them signed and submit to CBA so we can save some fees.

3.5 Canteen Wage Audit

- Rod advised that the award rates for the canteen staff hadn't been updated for a long time. It looks like an amount of approximately \$2500 should be back paid. This will be taken care in the next payroll.
- Shalini raised whether we will review going forward? Rod said we will do an annual review prior to the end of the financial year.

3.6 Canteen Grant

- Kiran did the application and we received approximately \$4000, which will come through the school.
- We asked for a new Thermomix, a juicer and a warmer.
- Shalini raised that we should get Trevor to make mention of this to the Shelley Primary School community.

3.7 Update on new playground

- We will carry this forward to next meeting as Trevor was not present at this meeting.

4. Reports:

4.1 President's Report:

- Rod thanked everyone for their contribution.
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4.2 Principal's Report

- N/A

4.3 Treasurer's Report

- Agnes said everything looks great and there is money in the back so we need to get the money spent towards to the school this year.
- We received \$1500 from Calab D Real Estate business which we will advertise at the Fathers Day Stall and the Camp out. And also a thank you on Facebook.

4.4 Canteen Report-

- Linley advised most things have already been covered.
- Canteen needs a new toaster press and an airfryer.

4.5 School Board –

- Shalini advised that Josh has joined the Board.
- There will be a number of Board positions that come available in the new year.
- The public school review has been done and Shelley Primary did very well and nothing to answer to for the next couple of years.

4.6 Fundraising Report-

- Covered earlier in meeting.

5. Correspondence

- None

6. Other business

- None

7. Next meeting: Tuesday 8 September 2026 at 7:00pm in the Staff Room

Meeting closed 8:19pm