

# Booragoon Primary School P&C Association

## Minutes of General Meeting Monday 23<sup>rd</sup> February 2026



Held: Staff Room  
Meeting Opened: 7:15pm

### ATTENDANCE

Nika Engel – P&C President	Craig Ashby – Principal	Daniel Vincent – Treasurer	Jess Mitchell
Brooke Donabie	Nick Steinsvaag	Amy Lumsden	Frederic Ong
Amy Dale – Vice President	Natalia Lim	Christine Tay	Wendy Maben
Frances Bender	Zuzana Obertova	Tina	Steph Pedroli
Amy Thomson	Chris Ruffler	Paulina Plaza	Kirsty McConville

### APOLOGIES

Lawrie Freeman - Secretary	Julie Kuchak		

General Meeting		
No.	Item	Action
1.	<p><b>Acknowledgement of Country</b></p> <p>We respectfully acknowledge the past and present traditional owners of this land on which we are meeting, the Whadjuk people of the Noongar nation.</p> <p>We also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all people in this country we all share together – Australia</p>	
2	<p><b>Confirmation of Minutes of Previous Meeting</b></p> <p>Motion: That the minutes of the General Meeting of Booragoon Primary School P&amp;C Association held on 24<sup>th</sup> November be confirmed as an accurate record.</p> <p><b>Moved:</b> Nika Engel <b>Seconded:</b> Amy Dale <b>Result:</b> Carried</p>	

General Meeting		
No.	Item	Action
3	<b>Correspondence and communications</b>	
3.1	Received new WACSO handbook	
4	<b>Principal's Report</b> Craig Ashby provided an update. Refer to report attached.	
5	<b>Reports / Updates</b>	
5.1	<b>President's Report</b>	
	<p><b>Class Reps</b> Following up class reps and whether previous reps would like to continue the role in 2026. Still waiting for confirmation from the following year groups. Yr 1, Yr 2, Yr 5 reps</p> <p><b>Event Planner</b> Discussion around activity planner for the year and what events were planned and when. School is keen to lock down dates where the school is hosting early.</p> <p><b>Newsletter</b> Discussion around the newsletter and whether we can send through items for the newsletter in a different format – text vs jpeg.</p> <p><b>New President</b> Nika announced once again that she is looking to step down from the role of the president in 2026.</p> <p><b>Financial Motions</b></p> <p><b>BoDs Kidz in Sport - \$500</b></p> <p>Carl Engel is requesting funds to host a "Kidz n' Sport" event on the Booragoon PS Oval on Friday 06-Mar-2026. This event is traditionally held at the beginning of every school year for Kindy and Pre-Primary. The intent of this event is to:</p> <ul style="list-style-type: none"> <li>• Socialise our Kindy &amp; PP students so that they become more familiar with the school and also each other.</li> <li>• Provide an informal event for which parents of Kindy &amp; PP students can mingle and make acquaintances with each other.</li> <li>• Introduce the incoming parent base to the Booragoon P&amp;C and also the BODS.</li> <li>• "Spruik" the P&amp;C and the BODS - noting the purpose of the BODS, and also any upcoming events.</li> </ul> <p><b>Moved:</b> Nick Steinsvaag <b>Seconded:</b> Brooke Donabie <b>Result:</b> Carried</p>	

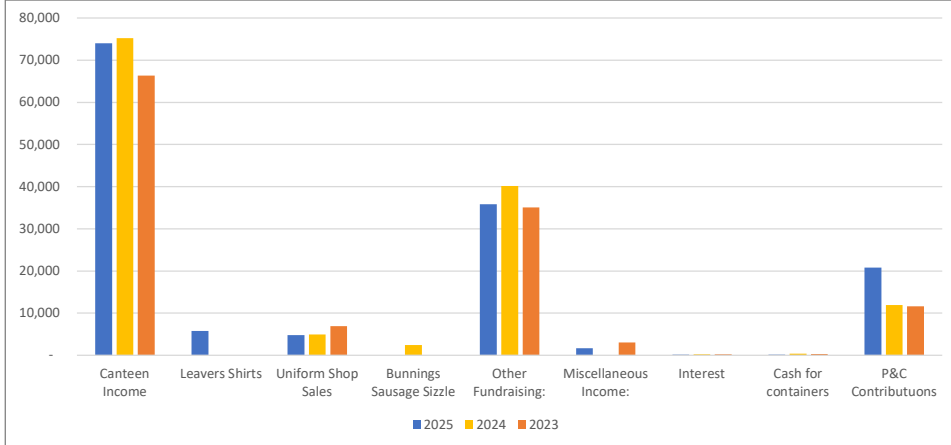
General Meeting		
No.	Item	Action
5.2	<b>Treasurer's Report</b> – Daniel Vincent	
	See attached report also emailed 23 <sup>rd</sup> February.  Follow up on transactions on the eftpos machine as there was some discrepancies.	Follow up on transactions on the eftpos machine as there was some discrepancies.  Dan Vincent
5.2.1	<b>Financial Motions for Next Meeting</b>	
	<b>Appropriations</b> – Requested by Craig Ashby, on behalf of the school, the annual appropriations funding of \$16 500 to support the provision of curriculum support.  <b>Quiz Night</b> – To be raised by Jess Mitchell to cover costs of Quiz master and venue hire	
6	<b>Committee Reports / Updates</b>	
6.1	<b>Fundraising</b> Easter Raffle – Date has been confirmed. Pre-Primary reps are starting to get organised. Quiz Night – Discussed the details. Planned at German Club, tentatively planned for 5 <sup>th</sup> June. Small committee to be formed. School Bag Fundraiser – bag returned due to faulty zip.	
6.2	<b>Uniform Shop</b> – Jess Mitchell Sales going well.	
6.3	<b>Book Club</b> - Brooke Donabie / Nika Engel Nothing new to report	
6.4	<b>Champion Dads &amp; Grounds Committee</b> Kids in Sport event coming up in March – great for new families Campout tentatively planned for 27 <sup>th</sup> March.	
6.5	<b>Canteen</b> – Julie Kuchak (apologies) Discussion around plugging canteen volunteering. Amy Dale to follow up with message Issues with the aircon presently meaning that the canteen may not open due to temperature until the aircon is working	Advertisement targeting grandparent volunteers – Amy Dale
6.6	<b>Sustainable Booragoon</b>	

<b>General Meeting</b>		
<b>No.</b>	<b>Item</b>	<b>Action</b>
	Jumble Sale – TBA EWaste – Send out something for the newsletter around people keen to assist with transferring waste. Depending on whether this happens may look to remove the EWaste bin.	Send request for newsletter for someone to assist with EWaste – Jess Mitchell
<b>6.7</b>	<b>Kitchen Garden</b> Looking for volunteers for kitchen garden. If no volunteers for this we may not run the kitchen garden but then there will need to be some busy bees throughout the year to keep the garden looking good.	Send request to newsletter – Jess Mitchell/Nika Engel
<b>7</b>	<b>Other business</b> Additional fundraising ideas: <ul style="list-style-type: none"> <li>- Better PA</li> <li>- Increased fence height particularly kindy/PP</li> </ul> How to generate ideas for fundraising ideas – should we ask the kids? Craig mentioned that there is a grounds strategy being developed. Is there an opportunity for the P&C to contribute. Craig will send through parts of the strategy.	
<b>8</b>	<b>Next Meeting:</b> Mon 30 <sup>th</sup> March	
	<b>Meeting Closed:</b>	<b>8:49pm</b>



# Booragoon P&C Treasurers Report - Dec 2025

## P&C Revenue YTD:



## Summary:

### Revenue:

	Current	FY 2025 YTD	FY 2024 YTD
Canteen Income	\$ 15,644	\$ 73,995	\$ 75,207
Fundraising	\$ 6,983	\$ 35,857	\$ 42,579
P&C Contributions	\$ 1,114	\$ 20,860	\$ 11,981
Leavers Shirts	\$ -	\$ 5,755	\$ -
Uniform Shop Sales	\$ 244	\$ 4,843	\$ 4,962
Other	\$ 31	\$ 2,088	\$ 674
	<u>\$ 24,016</u>	<u>\$ 143,398</u>	<u>\$ 135,403</u>

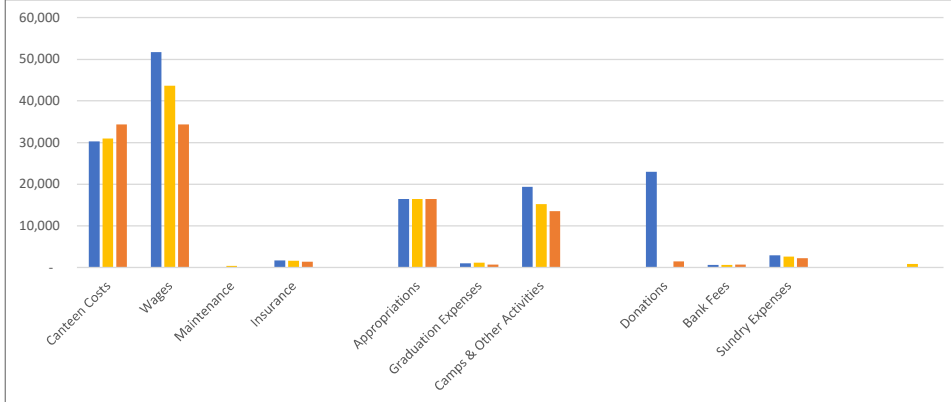
### Expenses:

Canteen Running Costs	\$ 8,958	\$ 83,766	\$ 76,261
Appropriations	\$ -	\$ 16,500	\$ 16,500
Graduation, Camps and Activities	\$ 1,647	\$ 20,412	\$ 16,458
Donations	\$ -	\$ 23,018	\$ -
Bank Fees	\$ 47	\$ 627	\$ 588
Other Expenses	\$ 162	\$ 2,934	\$ 3,025
Depreciation	\$ 92	\$ 376	\$ 876
	<u>\$ 10,906</u>	<u>\$ 147,633</u>	<u>\$ 113,708</u>
Operating Gain/ (Loss)	<u>\$ 13,110</u>	<u>-\$ 4,235</u>	<u>\$ 21,695</u>

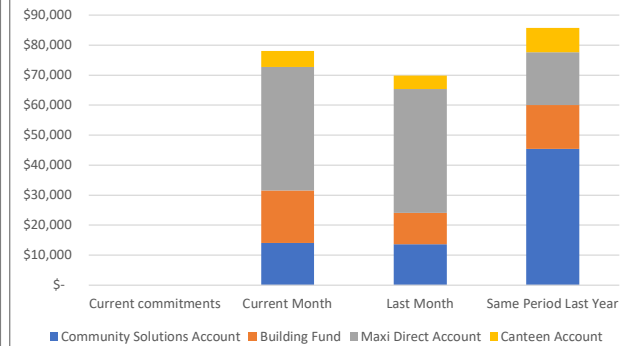
## Notes:

- \* Canteen stock estimate \$1,705
- \* Bank balances as at 31 December 2025
- \* Canteen contribution @ 12 November 2025 - \$6,740

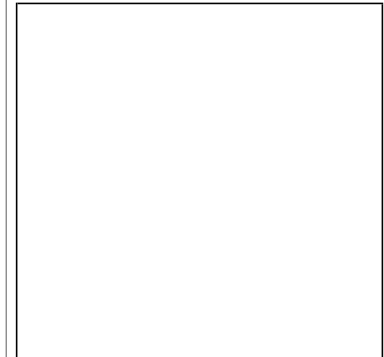
## P&C Expenses YTD:



## Bank Account Balances



## Unidentified Transactions:





## Detailed Activity Profit Breakdown - Dec 2025

	Cash for				Canteen			Entertainment				School Camp		Sports Day		Election					Total	
	Canteen	Containers	BODs	Colour Run	Contributions	Contributions	Easter Raffle	Books	Jumble Sale	Leavers Shirts	P&C Donations	Picture Plates	Out	Fundraising	Uniform Shop	Y6 Graduation	Fundraising	School Disco	School Bags	Hoyts Movie Tickets		Other
<b>Revenue</b>	73,995	205	-	11,363	14,120	6,740	1,621	168	2,824	5,755	-	1,708	4,080	3,144	3,743	-	5,524	2,784	1,100	4,350	175	143,398
<b>Fundraising</b>	-	-	-	(1,359)	-	-	(45)	-	(93)	-	-	(1,590)	(1,630)	(115)	-	-	(551)	-	(893)	(3,692)	-	(9,968)
<b>Donations</b>	-	-	-	-	-	-	-	-	-	-	(23,018)	-	-	-	-	-	-	-	-	-	-	(23,018)
<b>Contributions</b>	-	-	-	-	(16,500)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(16,500)
<b>Graduation Expenses</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Camps &amp; Other</b>	-	-	(1,021)	-	-	-	-	-	-	(5,850)	-	-	-	-	-	(1,025)	-	(2,245)	-	-	-	(10,141)
<b>Canteen</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Wages	(51,745)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(51,745)
Canteen Costs	(30,303)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(30,303)
<b>Insurance</b>	(1,718)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,718)
<b>Banks Fees</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(627)
<b>Sundry Expenses</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(2,934)
<b>Depreciation</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(376)
<b>Total Expenses</b>	(83,766)	-	(1,021)	(1,359)	(16,500)	-	(45)	-	(93)	(5,850)	(23,018)	(1,590)	(1,630)	(115)	-	(1,025)	(551)	(2,245)	(893)	(3,692)	(3,938)	(147,330)
	(9,770)	205	(1,021)	10,004	(2,380)	6,740	1,576	168	2,731	(95)	(23,018)	119	2,450	3,029	3,743	(1,025)	4,972	539	207	658	(3,762)	(3,932)

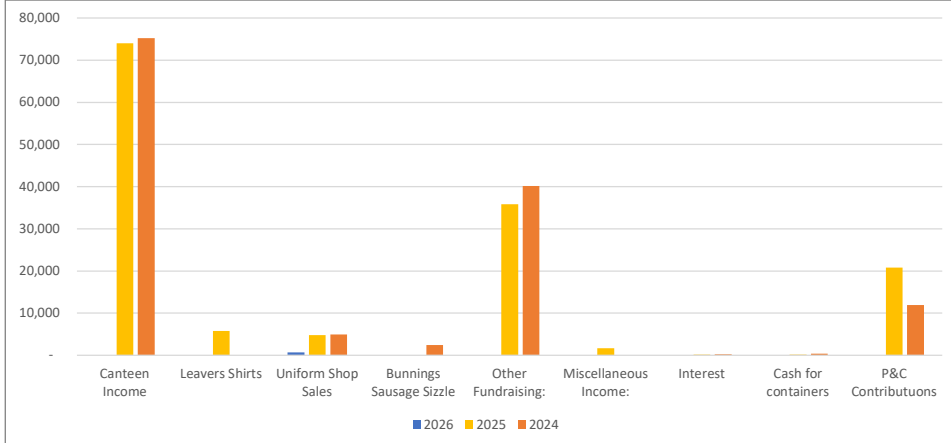
Notes:

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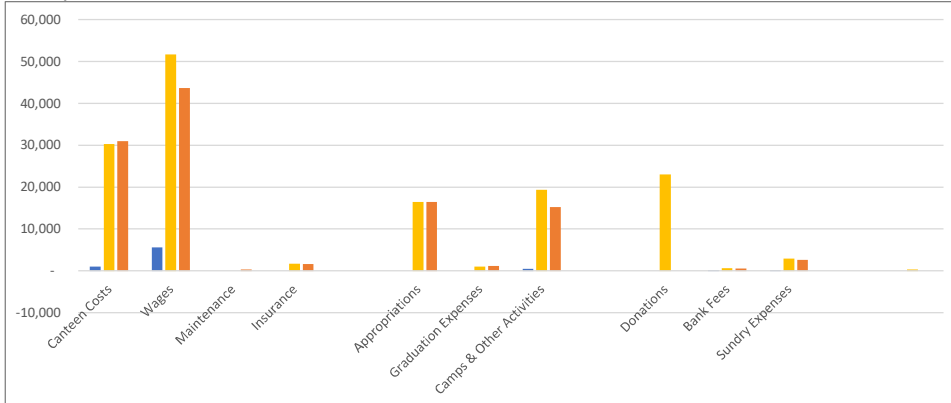


# Booragoon P&C Treasurers Report - Feb 2026

## P&C Revenue YTD:



## P&C Expenses YTD:



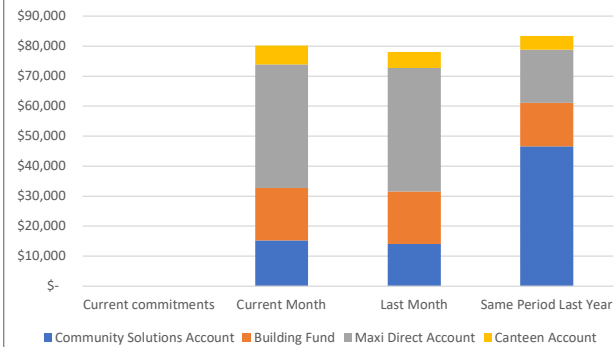
## Summary:

	Current	FY 2026 YTD	FY 2025 YTD
<b>Revenue:</b>			
Canteen Income	\$ -	\$ -	\$ 73,995
Fundraising	\$ -	\$ -	\$ 35,857
P&C Contributions	\$ -	\$ -	\$ 20,860
Leavers Shirts	\$ -	\$ -	\$ 5,755
Uniform Shop Sales	\$ 726	\$ 726	\$ 4,843
Other	\$ 83	\$ 83	\$ 2,088
	<u>\$ 809</u>	<u>\$ 809</u>	<u>\$ 143,398</u>
<b>Expenses:</b>			
Canteen Running Costs	\$ 6,573	\$ 6,573	\$ 83,766
Appropriations	\$ -	\$ -	\$ 16,500
Graduation, Camps and Activities	\$ 419	\$ 419	\$ 20,412
Donations	\$ -	\$ -	\$ 23,018
Bank Fees	\$ 106	\$ 106	\$ 627
Other Expenses	\$ 67	\$ 67	\$ 2,934
Depreciation	\$ 184	\$ 184	\$ 376
	<u>\$ 7,349</u>	<u>\$ 7,349</u>	<u>\$ 147,633</u>
Operating Gain/ (Loss)	<u>-\$ 6,540</u>	<u>-\$ 6,540</u>	<u>-\$ 4,235</u>

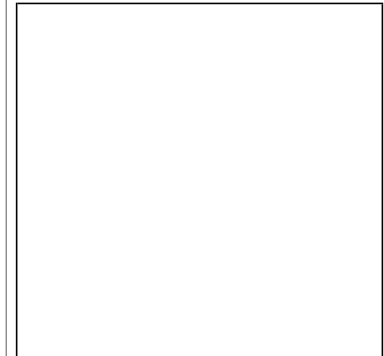
## Notes:

- \* Canteen stock estimate \$1,705
- \* Bank balances as at 23 February 2026
- \* Canteen contribution @ 12 November 2025 - \$6,740

## Bank Account Balances



## Unidentified Transactions:





## Detailed Activity Profit Breakdown - Feb 2026

	Cash for		BODs	Colour Run	Canteen			Entertainment				School Camp		Sports Day		Election				Total	
	Canteen	Containers			Contributions	Contributions	Easter Raffle	Books	Jumble Sale	Leavers Shirts	P&C Donations	Picture Plates	Out	Fundraising	Uniform Shop	Y6 Graduation	Fundraising	School Disco	School Bags		Hoyts Movie Tickets
<b>Revenue</b>	-	83	-	-	-	-	-	-	-	-	-	-	-	126	-	-	-	600	-	0	809
<b>Fundraising</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(487)	-	-	(487)
<b>Donations</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Contributions</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Graduation Expenses</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Camps &amp; Other</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	68	-	-	-	-	-	68
<b>Canteen</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Wages	(5,570)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(5,570)
Canteen Costs	(1,003)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,003)
<b>Insurance</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Banks Fees</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(106)
<b>Sundry Expenses</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(67)
<b>Depreciation</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(184)
<b>Total Expenses</b>	(6,573)	-	-	-	-	-	-	-	-	-	-	-	-	68	-	-	-	(487)	-	-	(7,349)
	(6,573)	83	-	-	-	-	-	-	-	-	-	-	-	126	68	-	-	113	-	(357)	(6,540)

Notes:

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# Booragoon Primary P&C 2026 Event Schedule

Term	Date	Event	Organisers	Fin Motion Req'd?
Term 1	06-Mar	K & PP Kidz in Sport	BOD's	Yes
Term 1	TBC (tentative 27-Mar)	Dads & Kids Camp-out	BOD's	Yes
Term 1	2 Apr	Easter Raffle	Pre-Primary	Possible
Term 2	TBC	Dads & Kids Bike Ride	BOD's	Yes
Term 2	TBC	Quiz Night	Jess M - TBC	Yes
Term 2	TBC (towards end of Term 2)	Yr 1-6 Disco	Year 5	Yes
Term 2	24 Jun - 26 Jun	Book Fair	Book Club Coord	No
Term 3	July	Picture Plates	TBA	No
Term 3	TBC	Bunnings Sausage Sizzle	TBA	Yes
Term 3	TBC	BODs Pistol Shooting	BOD's	No
Term 3	18 Sept	Athletics Carnival Bake Sale	Year 2	Yes
Term 4	TBC ~Wk 2. Term 4	Colour Run	Year 1	Yes
Term 4	TBC	Dad's Cracker Jack Bowls	BODs	No
Term 4	TBC	End of Year Performance	Year 3 and 4	Yes
2027	TBC - Every 2nd Year	Jumble Sale	TBC	Possible