

Mackay Northern Beaches SHS P&C  
Minutes 10<sup>th</sup> February, 2020



**Attendees:** Bronwyn Overall, Donna Frost, Sian Burrows, Amanda Martin, Skye Barron, Matt Greiger, Nerida Massing, Nicole Vaanderlinde, Peter Smith, Suz Gakowski, Trent Schilf, Ray Mohandas, Tammy Kinnersly, Sarah Tregear, Chappy Linda, Annette Barker

**Apologies:** Leighanne Preston

**Business arising from previous meeting?** No

If Yes....

<i>Item</i>	<i>Follow up discussion</i>
Bronwyn doing a Wellbeing Grant RACQ \$3000 Bronwyn date subsided- look 2020	Will look at again 2020
QCAN membership Leighanne joined	Joined & benefited already in relation to operations
SSS Funding – letter to the school in support Bronwyn	Letter submitted – to put a cover over the MPC
Annual leave discussion Leighanne/Bronwyn	Completed & solved
Sunsmart Grant \$5,000 Bronwyn submitted and awaiting outcome	Waiting on an outcome.

As we move forward into 2020 a reminder of the P & C's objectives which is to promote and develop the interests and facilitate the development and further improvement of the school, by promoting parent participation and encouraging collaboration between parents, students, teaching staff and school communities for the best possible educational outcomes for our students.

FUNDRAISING	As per schedule
GRANTS & PROJECTS	As per schedule
DONATIONS	Donations as per previous years, and additional requests as submitted.
CANTEEN	Volunteers, Feeding our students healthy choices, Menu, Job Roles & Descriptions, and Policies & Procedures Manual update.
WELLBEING	Includes Breaky Club and proposed areas. Period 5 Teacher/ Staff and Student support.
VOLUNTEERS	Volunteer Drive for Canteen and fundraising events, BBQ's
SUCCESSION PLANNING	All executive roles for 2021

**DONATIONS TO SCHOOL STUDENTS AND GROUPS**

YEAR	2016	2017	2018	2019	Prop 2020
<b>STUDENT/GROUP</b>					
Balance Minder - Grant				\$2,462	
BBQ Purchase				\$1,499	
Breakfast Club				\$300	\$600
Colour Run				\$950	\$950
Container Exchange (Bins)				\$841	
Dux Sponsorship Junior	\$35	\$801	\$806	\$806	\$806

HPV				\$1,000	\$2,000
Mackay Marina Run			\$400		\$400
Optiminds	\$500	\$500	\$500	\$750	\$750
Readers Cup			\$400		
Student Sponsorship (Lauder)		\$250			
Star Performers Semester 1	\$1,000	\$1,000	\$1,000		
Star Performers Semester 2	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Teachers Social Club				\$89	\$89
Yr 12 Formal				\$1,650	\$1,650
Yr 12 Year Book				\$500	\$500
Yr 12 Kitchen Equipment				\$201	\$201
Yr 12 Graduation Flowers			\$300	\$237	\$237
<b>TOTAL</b>	<b>\$2,535</b>	<b>\$3,551</b>	<b>\$4,406</b>	<b>\$12,285</b>	<b>\$9,183</b>

TERM	FUNDRAISING ACTIVITES							
	2016		2017		2018		2019	
EVENT	TAKINGS	EVENT	TAKINGS	EVENT	TAKINGS	EVENT	TAKINGS	
Term 1	Casino night	\$1,273.93	Trivia Night	\$1,749.20			Trivia Night	\$1,127.49
Term 2	Pie Drive	\$1,263.00	Rotary Raffle	\$400.00			Rotary Car Raffle	\$480.00
Term 3			Pie Drive	\$1,731.20	Trivia Night	\$2,016.79	Krispy Kremes	\$1,891.00
Term 4	Raffle	\$3,787.95	Raffle	\$1,193.85	Krisp Kremes	\$1,584.00		
<b>YEARLY TOTAL</b>		<b>\$6,324.88</b>		<b>\$5,074.25</b>		<b>\$3,600.79</b>		<b>\$3,498.49</b>

2020	PROPOSED FUNDRAISING ACTIVITES						
	Fundraising Activities			Grants			Proposed Projects
TERM	EVENT	TAKINGS	DATE	EVENT	TAKINGS	DATE	EVENT
Term 1	Krisy Kremes Bunnings 3000		08/03/20	Gambling Grant 30,000			Grand Piano
	28 <sup>th</sup> March Election						Breaky Club 3+days/week
Term 2	Trivia Night Bunnings 3000			Mackay Regional 30,000			School Shade
							Tree Planting
Term 3	Careers Market 2500			Sunsmart 5,000			Oval Seating
							Drones
Term 4	Raffle 2000			Qld Alliance, RACQ 5500			Multipurpose Courts
<b>YEARLY TOTAL</b>		<b>\$11,000.00</b>			<b>\$75,000.00</b>		

**Accept previous minutes – Nerida Massing Seconder – Nicole Vanderlinde**

**Correspondence: Tammy Kinnersly**

- School Products Australia – more primary
- Lisbeth’s email regarding support at IM Meet & Greet

**Accept Correspondence – Skye Barron Seconder – Chappy Linda**

**Treasurer's Report: Leighanne Preston** (Leighanne away)

Total in bank = \$50 664.90

LSL \$5250

Fundraising \$1128.60

Term Deposit \$77820.40

Total in the bank = \$134863.86

**Treasurers Report 10 Feb. 2020 emailed on 10/02/20 @ 6:19pm**

- **Bank Balances as at the 31 January:**

▪ Trading Account:	\$41,026.44
▪ Long Svce Lve Account:	\$ 5,250.00
▪ Fund Raising Account:	\$ 1,128.56

- **January Trading:**

▪ Deposits:	\$ 7,043.90
▪ Accounts:	
	Campbells \$ 2,195.36
	Coles Online \$ 618.50
	Coles Wex \$ 53.43
	King of Meats \$ 84.00
	Lactalis \$ 558.17
	Vegies Unlimited \$ 230.58
	Bakery No account
	Wages \$ 2,734.16

- **Auditor:** The 2019 books are in at the Auditors. They are working on it now and it should be ready for review by the next meeting.
- **Term Deposit:** The term deposit matures on the 28<sup>th</sup> December. We received \$277.24 in interest.
  - The balance was \$77,820.40
 It rolled over into another term and will be ready to mature on the 27<sup>th</sup> of March. Will need to confirm if we are going to add to it at this stage. Should confirm how much we want to add to it when matures on the 27<sup>th</sup> March.

Thank you, Leighanne Preston

**Accept Treasurer's Report – Donna Frost    Seconder – Nerrida Massing****Erroll's Canteen Report:**

January takings \$7043.90    Expenses \$3766.54

Our day 9 numbers we've taken \$5798.10

Daily average \$1755.34

In those 9 days \$9376.10 was cash and \$6422 was EFT.

Our prediction for the year is \$333 514.

Compared to 2019 that is huge! 2019 at the start of the year our daily average was \$1272. By the end of the year our average was \$1406.22. Our prediction at the beginning of 2019 was \$246 768, we actually took \$267 181.25.

So we are looking at a big year!

Maintenance Issues – We've had the refrigeration mechanic come and service the fridge and look at why its leaking and change the lights that don't work. He said that the container that collects the water has melted and needs to be replaced with something stronger/ more effective. He is ordering lights.

The electrician came to look at the bain marie that keeps exploding heat light bulbs. He said there is nothing electrically wrong with it or the current going to it. He said the heat in the canteen would be a factor in causing it

to explode due to the amount of moisture in the air. He suggested a different type of light bulb to see if that helps. But it may continue to explode due to the heat in the canteen. He has suggested some heat proof glass under the light to protect food from the exploding glass.

The new Freezer has had leak in the seals since we got it. Over the holidays there was a huge ice up. Contacted the company and have sent a repairman on Friday. He is replacing the seals on four of the doors.

Staffing – Heidi has resigned from canteen. Her other position became too demanding. She didn't want to but couldn't stretch herself that far. She is happy to be called upon casually to help fill in if she can. Joely is working five days a week to cover Heidi's hours.

- Our sales in eftpos are increasing and **we really need a second eft machine** on the junior side of the canteen. And can we please upgrade our old machines to ones that are faster? We could serve more students with faster eft machines. Last year the fees for the machines were \$2 820.11 and we took \$109 262.35.
- Also I'd like P&C to consider putting split system air conditioning units into the prep room in the canteen. It is ridiculously hot in there with the ovens going and then 5 people as well working. We are dripping in sweat each and every day and have had the very few volunteers we do have say that they may not continue with it being so hot.

### **Accept Canteen Report – Tammy Kinnersly Seconder – Trent Schilf**

## **PRINCIPAL'S REPORT PARENTS' & CITIZENS' ASSOCIATION**

**Monday 10<sup>th</sup> February 2020**

### **SCHOOL MANAGEMENT**

#### **Enrolments 2020 (effective Day 8 but can add until Day 13):**

- Current Total 1036 - (up from 946)

Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
200	188	197	181	168	102

**Staffing** – 23 new staff – list provided

**Financial**

- School budget to be presented at next meeting.

### **School Accountability Documents**

- 2020 Annual Implementation Plan – quality learning culture is the focus
- 2020 Budget - Being finalised
- 2020 Benchmarks - Explicit Improvement Plan (term by term progress checks)
- Investing for Schools (I4S)

### **GENERAL**

- **Student Well Being** – Teen Mental Health course for student – Headspace (Spar, Drum Beat) – identify students so that we can proactively support students before anything happens.
- **Investiture & Leadership Ceremonies** –Wednesday, Week 4 @ 9am. Year 12 Pledge (Class of 2020) . Everyone invited.
- **Whole school BYOD** – Working with teachers to ensure maximum and effective use; Loan computers picked up before school. Jaki Pianta HOD has been doing a lot of work to get this happening.
- **Junior Secondary Students** – Only bring books for each day plus laptop – helps with management of bag weight.
- **Senior Lockers** - 40 upstairs – 11 taken, 29 available; 40 downstairs – 36 taken, 4 available.
- **Senior Schooling** – Senior information night Tuesday night; Study groups established with ATAR students;
- **Senior Schooling** – formal – committee was formed last year. Windmill Function Centre is booked for Saturday October 12<sup>th</sup>; Progressing with planning
- **Student Initiatives – for awareness, consideration and some for endorsement:**
  - **Group Leadership Day** – Wed @ MECC 12/02/20
  - **International Women's Day** – 'An equal world is an enabled world'. Function at Bowls Club – Thurs March 14<sup>th</sup> (6:30 – 8:30pm).

- **Formal Committee** – Nic Ryan + formal fundraising group – events for consideration - Sausage Sizzle/Lemonade/Icecream at Swim Carnival, Cross Country and Athletics Carnival, Lolly Jar Guess, State of Origin x2 - Gold Coin Donation, Food/Bake Sale(s), Car Wash(es),
- **Sporting Teams** – AFL, League, Netball.
- **Z Club** – Kelly Lambert – increased in size this year – well supported
- **Drama Club** – Ainsley Cassells (40 students) – great support for the Arts.

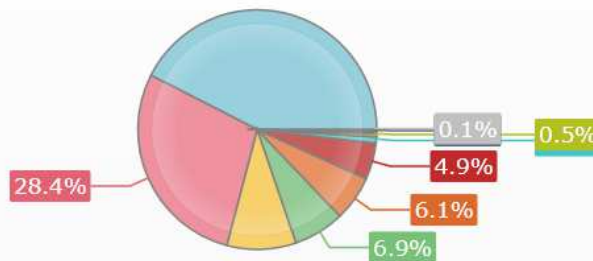
<b>WK 3</b> 10 - 14 Feb IM lessons begin	10 P&C 7 p.m. IM begins School photographs MEC Yr 11/12 11 YLP@ R block 8:30 Yr 7 Meet & Greet 5:30p.m.	11 SAM 2 8 YLP @ Hall Senior Information Evening- Parents 6pm-7pm	12 Parade – Arts (LP) GRIP Leadership @ MECC 7 YLP @ Hall P2 9 YLP @ Hall 8:30 Cleaners mtg 3pm	13 Homework club Staff Book Club 7pm	14 Swimming Carnival Yr 11 subject exit cut off QCAA endorsement decision to schools 12 YLP
<b>WK 4</b> 17 – 21 Feb	17 MEC Yr 11/12 11 YLP@ R block 8:30	18 PLC 8 YLP @ Hall	19 Parade – Arts (LP) 9 YLP @ Hall 8:30 Choices-Period 4 Yr 12 Motivational Breakfast Student Investiture Ceremony-P1 in Hall	20 Homework club Staff Book Club 7pm	21 12 YLP
<b>WK 5</b> 24 – 28 Feb	24 MEC Yr 11/12 11 YLP@ R block 8:30	25 PLC 8 YLP @ Hall	26 Parade - CC 7 YLP @ Hall P2 9 YLP @ Hall 8:30	27 Homework club	28 12 YLP
<b>WK 6</b> 2 – 6 March	02 Forensic Science workshops Yr 7-12 all day QCAA submit for 2 <sup>nd</sup> application for endorsements not endorsed MEC Yr 11/12 11 YLP@ R block 8:30	03 Twilight PD 4-6 p.m. 8 YLP @ Hall TA mtg@ RC 2:30pm	04 Parade – CC Financial Literacy Cert I (Yr 11/12) 9 YLP @ Hall 8:30 WHS mtg 3-4pm Yr 12 Cert III Fitness @CQU	05 Homework club	06 12 YLP
<b>WK 7</b> 9 – 13 March	09 P&C 7 p.m. MEC Yr 11/12 11 YLP@ R block 8:30 Reporting opens	?? Yr 12 MEC work placement		Year 10 work experience 4 <sup>th</sup> – 6 <sup>th</sup> March	
		8 YLP @ Hall	Financial Literacy Cert I (Yr 11/12) International Women's Day 7 YLP @ Hall P2	First aid/CPR training 3-6pm	Yr 12 CQU experience 12 YLP
		?? Yr 11 MEC work placement			

Day 8<sup>th</sup> March

**CALENDAR**

**Attendance**

Target: = 93%      2019 YTD 94.5%      2020 YTD 97%  
**Proportion of Personal and Disciplinary Absences**



**Absence Reason**

- Illness and medical appointments
- Unexplained
- Other
- Short Suspension
- Family Reasons
- Holiday
- Suspension - pending exclusion
- Unauthorised
- Long Suspension
- Sorry Business

**Every Day Counts!!** If your student misses days of school.....

When your child misses just...	that equals...	which is...	and therefore, from Kindy to Year 12, that is...	This means that the best your child can achieve is...
1 day each fortnight	20 days per year	4 weeks per year	Nearly 1 ½ a years of school	Equal to finishing Year 11
1 day a week	40 days per year	8 weeks per year	Over 2 ½ years of school	Equal to finishing Year 10
2 days a week	80 days per year	16 weeks per year	Over 5 years of learning	Equal to finishing Year 7
3 days a week	120 days per year	24 weeks per year	Nearly 8 years of learning	Equal to finishing Year 4

### **Accept Principal's Report – Amanda Martin Seconder - Sarah Tregear**

### **General Business**

Presenter:	Topic:	Action: <i>(who is to do what as a result of this presentation)</i>
Bronwyn	IM Meet & Greet	Was well supported by families, staff and P&C.
Tammy	Krispy Kreme	Bron updating forms to send out.
Trent	Thanks P&C- positive behaviour support to our students so they can shoot for success. Previously the rewards weren't very tempting. In July 2019 we increased values of prizes to \$10 @ Canteen and entry into a major draw later in the term/year. Went from 7 to 200 awards – increased number of senior recipients.	<p>Would like to ask for our support. \$500/term (\$2000) and \$40/fn/20 wks (\$800). We also run a Staff Tagged Award – Trent paid for with vouchers to staff.</p> <p>Can we see a list – term report in year levels to see the amount of students getting involved? Thanks</p> <p>Canteen saw different students receiving awards, which was great!</p> <p><b>Skye moved a motion to support \$2800 for the year to keep the Tagged Awards going for the students with good behaviour. All in favour! Motion carried.</b></p>
Bronwyn	Pros and Cons for P&C meetings	Nicole suggested 6pm. To be reviewed later in the year.
Bronwyn	AGM 09 March	All positions become vacant
Skye	Eftpos	<p>\$207000 eftpos. Have you spoken to NAB. They've sid the slowness could be related to the service area at canteen; Yr 7 parents feedback – is there someone who looks after them because they've felt a bit lost in the canteen. Yes staff are there.</p> <p>At the end of the day we need an extra machine.</p> <p><b>Suz G</b> – I pre pay accounts – as a parent this is great, could you try something like that. <b>SB:</b> Yes we have, third party, EQ wouldn't let us do this because we are sharing the network.</p> <p><b>Tammy</b> to speak to the bank to get a new model to see if this works faster than the others before we get any new ones.</p> <p><b>AM:</b> At the end of the day we need an extra machine whether it is faster or not.</p>

Chappy Linda	Breaky Club – thank you again for your support. Kids now love Muslie/Yoghurt, fruit, cheese slices, now and toast has dropped.	Fri – Chappy Linda; Mon – Tye & Rosie; Donations from Parent – not Nutella or Peanut butter. Woolies - \$20 a day. From school do the drive – vegi, cream cheese, jam, cups, spoons P&C to support financially. \$300. Student numbers increased this year so Amanda moved a motion to increase the price. <b>Amanda motion to support Chappy's breakfast club - \$500 per term from P&amp;C. All in favour. Motion carried.</b>
Skye	Scan the P&C Install a split system air conditioning unit in the canteen to cool it down – it is so hot.	<b>DF:</b> Peak Air here tomorrow to do a report on AC in the canteen with all the equipment. At this stage requests are pending until such time a facilities report is carried out on the Canteen.
Skye	Serve drinks from an esky under the counter to staff. Using a bag of ice a day. Can we have a small fridge for under the counter?	<b>DF:</b> This will be another piece of equipment to add to your heat issues. Pending AC report.
Skye	Staff asking to provide ice-cream and drinks, food to students who don't have anything.	Some money within school budget – Welfare – just need to finalise what areas we are spending it on. <b>TS:</b> kept a track of 46 meals we handed out food to last year– they were kids that would not come to us for help.

### ***Actions from Meeting.....***

<b><i>Action</i></b>	<b><i>Actioned By?</i></b>
Krispy Cream Fundraiser Forms	Bron/Tammy
Breaky Club Bucket Drive	Chappy/School
Update Eftpos Machine	Tammy/Bron

***New members for acceptance?*** Suz Gakowski, Sarah Tregear, Annette Baker, Matthew Grieger, Ray Mohandas – accepted.

### ***Next meeting***

AGM 09 March, 2020

***Meeting Closed:- 8:22pm***