



MNBSHS P&C GENERAL MEETING

- MINUTES

Date: 11 June 2026 Scheduled Time: 4:15pm Location: L1.1	
AGENDA ITEM	
Opening and welcome	Meeting opened at 4:15pm
Apologies	Ashleigh Vardanega, Sian Burrows, Kelly Lambert, Marcia Prior, Hayley Murray, Tammy Kinnersly
Confirmation of the minutes of the previous general meeting	Minutes distributed to members prior to meeting.
MOTION	<p>That the minutes be confirmed as a true and correct record of the meeting held 14 May 2026.</p> <p>Moved: Troy Twomey</p> <p>Seconded: Kellie Elzer</p> <p>Carried</p>
Business arising from the minutes of the previous general meeting	1. Nil
Correspondence	1. Emails actioned and filed

MOTION	<p>That the inwards correspondence be received and outwards be endorsed.</p> <p>Moved: Andrew Campbell</p> <p>Seconded: Anne-Maree Nolan</p> <p>Carried</p>
Treasurer's report	Report provided to members (See Appendix A).
MOTION	<p>Presented by Troy Twomey</p> <p>That the Treasurer's report be accepted and payments as listed be endorsed.</p> <p>Moved: Troy Twomey</p> <p>Seconded: Joely Whiting</p> <p>Carried</p>
Canteen report	Report provided to members (See Appendix B).
MOTION	<p>Presented by Joely Whiting</p> <p>That the canteen report be accepted as tabled.</p> <p>Moved: Skye Barron</p> <p>Seconded: Anne-Maree Nolan</p> <p>Carried</p>

Principal's report	Report provided to members (see Appendix C).
MOTION	That the Principal's report be accepted as tabled. Presented by Trent Schilf Moved: Troy Twomey Seconded: Kellie Elzer Carried
Motions on notice	Nil

General Business Request permission to fundraise	<p>Speaker: James Hunter</p> <p>Notes:</p> <ul style="list-style-type: none"> • Sale of Goods (Chocolates, icy cups etc.) • Fundraising for year 11 Camp at Yeppoon - Term 4 Week 4. - Looking at reducing the cost to ensure equitable access for all grade 11s • Reduced cost ensures that more students gain access to camp. Camp provides an opportunity to strengthen relationships, develop leadership skills, and build confidence as a cohort. • Discussion – Looking for other fundraising ideas. Cookie dough supplier has fallen through. Skye suggested pie drive and contacting the school supplier for product. <p>Motion: That the P&C approve fund raising activities and use of the Square for fundraising for the Year 11 camp during 2026</p> <p>Moved: James Hunter</p> <p>Seconded: Skye Barron</p> <p>Carried</p>
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<p>General Business</p> <p>Request a donation of funding</p>	<p>Speaker: Trent Schilf</p> <p>Notes:</p> <ul style="list-style-type: none"> • Fuel surcharge for year 8 camp • Total funding request \$2600 <p>Motion: No longer required – camp came in on budget</p> <p>Moved: N/A</p> <p>Seconded:</p> <p>Carried / Lost</p>
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<p>General Business</p> <p>Request a donation of funding</p>	<p>Speaker: Paige Hoffmaster</p> <p>Notes:</p> <ul style="list-style-type: none"> • Junior School Transition • Encourage attendance at transition evening and transition day. This would include having 4x \$50 canteen vouchers that go into a raffle at the transition night and drawn later. The four students would then be given their vouchers at transition day. • Increase student and parent attendance at transition night to increase enrolment numbers. • If this is successful - it may be something we do each year going forward. • Total funding request \$200 <p>Motion: That the P&C donate \$200 in the form of 4 x \$50 canteen vouchers for use in 2027 and up to \$1000 for the purchase of a laptop as a major prize at the transition night</p>
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	<p>Moved: Troy Twomey</p> <p>Seconded: Skye Barron</p> <p>Carried</p>
<p>General Business</p> <p>Request a donation of funding.</p>	<p>Speaker: Susann Morrow</p> <p>Notes:</p> <ul style="list-style-type: none"> • STAR Performers Rewards • STAR Performers (gold and silver) rewards afternoons for junior to the movies (7-9) and senior to the beach for BBQ and games (10-12). STAR performers celebrate students who put in effort and get involved in school life - no academic results included. • By celebrating these students, we promote the value of showing up and getting involved. You don't have to be the best at things to show up as your best. • This will be the only semester requested. We alternate with PBL rewards each term. Staggered finish for seniors in Term 4 mean this is the only STAR rewards. Seeking funds to help cover costs of buses and activities. • 400 Students involved • Total funding request \$3000 <p>Motion: That the P&C donate up to \$3000 for the STAR Performers Rewards program to recognise school efforts</p> <p>Moved: Anne-Maree Nolan</p> <p>Seconded: Kellie Elzer</p> <p>Carried</p>

General Business

Request a donation of funding

Speaker: Susann Morrow

Notes:

- JCU Student Experience – Townsville
- 10 students involved
- This experience shows students what university life has to offer
- This helps students make decisions about post school pathways and options for accommodation.
- No more funds required. JCU sponsoring bus. Students to pay for accommodation and food. This will help reduce this cost.
- **Total funding request \$350**

Motion: That the P&C donate up to \$350 towards the JCU Student Experience trip

Moved: Skye Barron

Seconded: Troy Twomey

Carried

General Business

Request a donation of funding

Speaker: Marcia Prior presented by Skye Barron and Trent Schiff

Notes:

- Almost 48hr Film Project
- WHAT: Almost 48hr Film Project '26
WHEN: Aug 1-2, Week 3 Term 3
WHO: 55 students and 12 staff
WHY: a weekend of filmmaking mayhem. (Like Tour de Cure, but without the bikes and LOT more sleep)
- Last year, the canteen provided Morning Tea, Lunch (build your own wraps), Afternoon Tea and cooked breakfast on Sunday morning. We are asking if the canteen can do the same for this year please.
- This is going to become an annual event for our school with the view to reaching out to other schools in the region to join us. We have grown from 5 teams last year, to 11 teams this year, including our Virtual Film, Television and New Media students from Bowen SHS.
- We are hoping that the P&C Canteen will be able to cater for us next year as well.
- Total funding request \$250

Motion: That the P&C donate up to \$500 towards the Almost 48 hour Film Project and the Canteen Staff provide breakfast, morning tea, lunch and snacks including staffing

Moved: Skye Barron

Seconded: Anne-Maree Nolan

Carried

General Business

Speaker: Skye Barron / Joely Whiting

Notes:

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Motion: That the P&C donate \$2747.50 from the sports day funds raised to the Grade 11 camp

Moved: Skye Barron

Seconded: Kellie Elzer

Carried

General Business / Discussion

James Hunter - Donation from hospital equipment valued at \$15,000 of medical equipment and resources from Mackay Private Hospital which may allow school to offer AIN training opportunities in coming years

Applications for New Membership

Motion: That the P&C accept the new member applications

Names: Paige Hoffmaster, James Hunter

Moved: Troy Twomey

Seconded: Kellie Elzer

Carried

Date of Next Meeting	13 August 2026
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Close	Time: 5:20pm
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Actions	1. Nil
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CONFIRMATION OF MINUTES

Chair name: _____

Signature: _____

Date: _____

Appendix A - Treasurer's Report

Treasurer's Report
For the Period of 01 May 2026 - 31st May 2026
Statement of Receipts and Payments

	MAY
INCOME	
Cash Sales	\$ 10,015.50
EFTPOS	\$ 46,543.75
SQUARE	\$ 1,275.84
TOTAL RECEIPTS	\$ 57,835.09
Less EXPENDITURE	
Bank Fees	\$ 775.02
Canteen Wages	\$ 17,360.84
Superannuation	\$ 1,109.55
ATO	\$ 19,245.41
Canteen Expenses	
Campbells	\$ 15,566.12
Coles(WEX Australia)	\$ -
Coles Online	\$ 1,971.04
CMS	\$ 298.28
King of Meats	\$ 223.94
Lactalis Australia	\$ 5,291.59
Superior Food Group	\$ 2,886.03
Vegies Unlimited	\$ 1,146.13
Max Stock	\$ 272.10
CRUSTY'S BAKEHOUSE	\$ 672.48
	\$ 28,327.71
TOTAL EXPENDITURE	\$ 47,573.12
CANTEEN MONTHLY PROFIT/LOSS	\$ 10,261.97

MNBSSH Donations	\$ -
TOTAL INCOME	\$ 57,835.09
TOTAL PAYMENTS	\$ 47,573.12
MONTHLY Surplus/(Deficit)	\$ 10,261.97

BANK RECONCILIATION

Opening Cash Book Balance at 01 May 2026	\$ 220,386.92
Add Receipts	\$ 57,835.09
Less Payments	\$ 47,573.12
Closing Cash Book Balance 31st May 2026	\$ 230,648.89
Bank Statement Balance at 31st May 2026	\$ 230,648.89
Add Outstanding Deposits	\$ -
Less Outstanding Cheques	\$ -
Balance at 31st May 2026	\$ 230,648.89
Difference	\$ -
Long Service Account at 31st May 2026	\$ 15,078.56

Appendix B - Canteen Report

Canteen P&C report June 2026

Takings for May were \$57 462.45

Year to date \$231 790.65

- Our takings are down on this time last year for the month by \$4 156 however are up overall for the year by \$27 000. Which is why we are spending more in wages currently than we were previously.
- Athletics carnival last friday. We sold 220 cob loaf just shy of 330 sausages, and 200 chocolate mousse cups. The girls were very busy. Takings for the day were the highest we have ever taken for a day at \$4629.50! The profit was \$2747.50. I'd like to move a motion that the profits of the sports day be donated to the school to be used for the year 11 camp.
- We have change ice cream suppliers and have had some new freezers delivered and PFD have delivered us our first load of new products.
- Week 10 the year 8's will be out at camp, year 10's will be on work experience and 50 year 12's are on the ski trip. At this stage we are looking at opening monday and tuesday and seeing how many students are here for the remainder of the week.

SCHOOL MANAGEMENT

Staffing (Semester 2): Continues to be a struggle (similar across the District in State schools)

Out - Maria Marzella, Cassidy Muggleton (maternity) **In** - Kym Tran (Humanities) and Pabhon Poonpatana (Science)

Facilities

- Flexi-Space (The Circle) – Refurb complete- looking to add a Year 8 into Year 9 group (Sem2 '26 → Sem 1 '27)
- On-going in-house garden rejuvenation project.
- Waiting on guttering repairs and the repair of the water leak.
- Have reported deterioration of the perimeter fence in places but no (departmental) “appetite” to repair it

GENERAL INFORMATION – there is a lot on from now until next P&C meeting!

- **Week 10 – business as usual for Years 8, 9, 11 and remaining 12's**
- **Year 7 Canberra Trip** – Final planning happening for the Week 10 trip!
- **Year 12 Ski trip** – students not attending must be at school – attendance impacts end of year events (Formal)
- **Year 10 work experience** – almost all students signed up
- **Semester 1 Reporting** - Reports sent out Friday, July 18th (Week 1, Term 3) to maximise learning time and reporting time
- **Star Performer's Parade and Rewards Afternoon** – Week 9, Wednesday morning
- **Yr 7-9 Star Level Celebration Afternoon** – Week 9, Wednesday afternoon – Movies; **Year 10-12** – Eimeo beach (park activities)
- (Curriculum Centre) – **Challenge Games in Tville** – Week 3 next term – planning well underway

- **NAIDOC Week** celebrations Week 2, Term 3 – planning stages
- **Transition Evening** (6-7;10-11) – July 21 (Week 2) – planning underway
- **ECP Day & SETPLANS** – Tuesday, Week 6 (18th August) – students and parents come for these educational planning interviews and SETPLANS (year 10);
- **Mackay Careers Fair** Week 4, Thursday – all Year 10's and identified year 12's
- **AITSSIP Challenge – Senior Regional Winners!! Well done to Char and the team.** Have now qualified for the Senior Secondary State Final to be held in Brisbane in Week 10
- **Sporting Involvement** – AFL gala days, touch comp, league, soccer and futsal competitions – intentional focus on increasing participation
- **Interhouse Track & Field wrap up** – increase attendance on the Thursday and Friday – up 8%
- **Weekly Year 6 into 7 transition days** occurring with subject area and house visits
- **Reader's Cup Teams** – continue to practice for comp in Week 2, Term 3 and late Term 2 comps
- **JCU Trip for seniors** – visit Townsville campus – Week 10 this Term
- **Community Conduct** around shops and surrounding areas – a concern that needs attention by parents as well as school education. Businesses have been advised to call the police. Students have been advised that if wish to partake in negative, antisocial behaviours after school, bring a change of clothes

CALENDAR

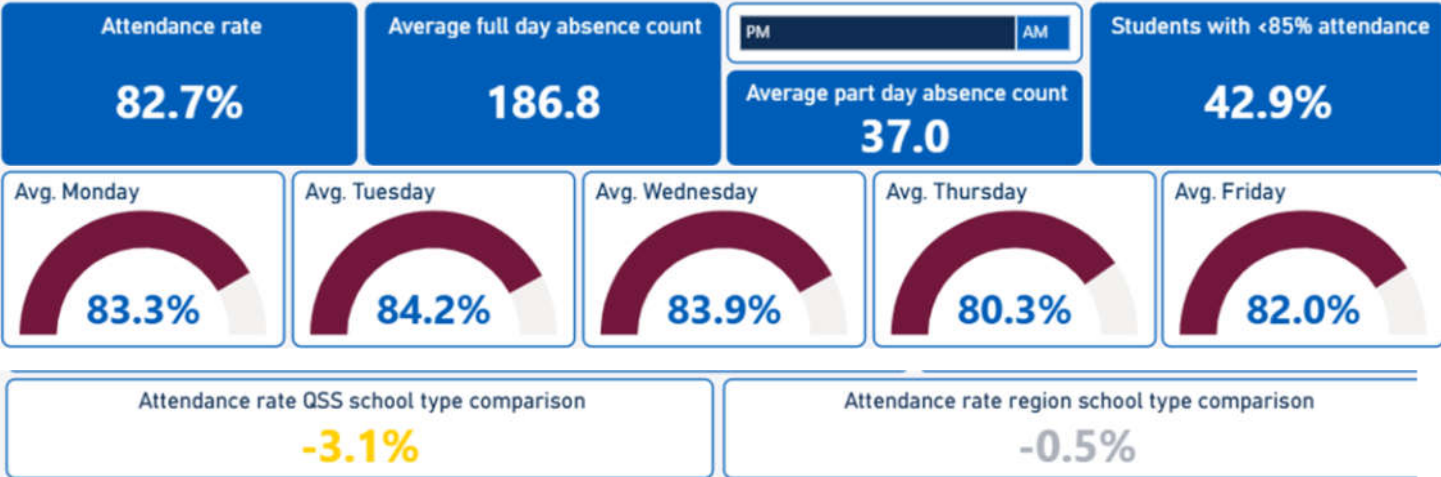


WK 9 15 - 19 June	15 Yr 7&8 parade @ hall Yr 9&10 parade @ PAC Breakfast Club 9 a.m. 1 block Behaviour, Effort & Extra-Curricular data due 11 a.m. Stingers Strength 3-4 p.m. Cumberland Athletics trials Leadership 8-11 a.m. @ Bowls Club	16 SALLs #1 Moderation - after assessment Yr 11 & 12 parade @ PAC Yr 11 & 12 Cert III Fitness @ CQU Student Council 1 st break SM - QCAA publishes required samples for Confirmation IA2 (Opt-in) Upload of required samples for IA2 Opt-in starts	17 Star Performers Rewards - HOYS White Card Course Rewards Afternoon P384 Yr 10-12 Finest beach P384 Yr 7-9 cinema	18 SHOW HOLIDAY	19 House Parade ICP moderation day CIA Phase 2 Concludes IM social night	20 House Parade ICP moderation day CIA Phase 2 Concludes IM social night	21 House Parade ICP moderation day CIA Phase 2 Concludes IM social night	22 House Parade ICP moderation day CIA Phase 2 Concludes IM social night	23 House Parade ICP moderation day CIA Phase 2 Concludes IM social night	24 House Parade ICP moderation day CIA Phase 2 Concludes IM social night	25 House Parade ICP moderation day CIA Phase 2 Concludes IM social night
Yr 11 MEC Electrotechnology work placement 15 - 19 June											
WK 10 23 - 27 June	22 Yr 7&8 parade @ hall Yr 9&10 parade @ PAC Breakfast Club 9 a.m. 1 block NR conversations with HOD and NR survey completed by 11 a.m. Stingers Strength 3-4 p.m. Yr 12 trip to JCU Toowoomba	23 Staff Moderation - end Yr 11 & 12 parade @ PAC Yr 12 trip to JCU Toowoomba Student Council 1 st break Upload of required samples for IA2 Opt-in concludes	24 Parade - ADAMLO Unit 1 results to J. Sharara	25 Homework club	26 House Parade VET - Quality Indicator Report Due HODs complete NR review with DPs by 11 a.m.	27 Yr 7&8 parade @ hall P4 QCAA transition to work Stingers Strength 3-4 p.m. Vaccinations - Year 10 (Dose 2)	28 Yr 7&8 parade @ hall P4 QCAA transition to work Stingers Strength 3-4 p.m. Vaccinations - Year 10 (Dose 2)	29 Yr 7&8 parade @ hall P4 QCAA transition to work Stingers Strength 3-4 p.m. Vaccinations - Year 10 (Dose 2)	30 Yr 7&8 parade @ hall P4 QCAA transition to work Stingers Strength 3-4 p.m. Vaccinations - Year 10 (Dose 2)	31 Yr 7&8 parade @ hall P4 QCAA transition to work Stingers Strength 3-4 p.m. Vaccinations - Year 10 (Dose 2)	32 Yr 7&8 parade @ hall P4 QCAA transition to work Stingers Strength 3-4 p.m. Vaccinations - Year 10 (Dose 2)
Year 12 ski trip 20-26 June / Year 7 Camp 22 - 27 June / Year 10 work experience / Year 11 & 12 VET work experience											

WK 3 27 - 31 July	27 Yr 7&8 parade @ hall P4 QCAA transition to work Stingers Strength 3-4 p.m.	28 SALLs 2 Moderation - before assessment Yr 9&10 parade @ hall Yr 11 & 12 parade @ PAC Student Council 1 st break	29 Parade - Cars, QOOJO P2 Yr 12 Elevate Noise Film Academy	30 PBL 7.30-8.15 a.m. p.m. Arts Teacher Transition visit to ERSS Homework club QCAA - Verification meeting P4HOD chats	31 House Parade IA1 & IA2 ends Due Yr 12 Kristy K's fundraiser sale
The Challenge Games 29-30 July					
WK 4 03 - 07 August	03 Yr 7&8 parade @ hall P4 QCAA transition to work Stingers Strength 3-4 p.m.	04 Staff Yr 9&10 parade @ hall Yr 11 & 12 parade @ PAC Student Council 1 st break Yr 11 Cert III Hospitality RSQ course	05 Parade - Cars, WOODIA P2 Yr 11 Elevate	06 Homework club Mackay Careers Expo @ Showgrounds	07 Support Staff Recognition Day & breakfast House Parade CQU DM Jammin Census date for NCCD IA1 / IA2 (2027) Endorsement Due
IM CQ tour (Morebah/Emerald) 3-6 August					
WK 5 10 - 14 August	10 Yr 7&8 parade @ hall P4 QCAA transition to work Stingers Strength 3-4 p.m.	11 SALLs 1 Yr 9&10 parade @ hall Yr 11 & 12 parade @ PAC Student Council 1 st break QATSIF graduation	12 Bullying - No Way! Parade - Respect, AMEAD QCAA - Final verification feedback released to Principal's delegate Japanese JDM excursion P3	13 p.m. Arts Teacher Transition visit to ESS Homework club P&C 4-5.15 p.m. SM - Provisional marks for IA2/IA3 Confirmation due to Jo Sharara	14 WHS 7.30 House Parade MAECD visit 14 Good vibes staff
Bullying - No Way! Week / Yr 11 Automotive MEC work placement 10-14 August / Yr 12 Kristy Keme fundraiser collection					

Term 2 Attendance – up by 1.5% on 2025

Thursday a concern more so this year; Approved absences (by parents/caregivers) remain the highest type



Budget Overview Report

Mackay Northern Beaches State High School - (7873)

Report Date: 08-Jun-2026 8:54 AM

Budget Quarter 2

Period: 202606 | Cost Centre: % | Cost Centre Manager: %

User: Burrows, Sian (787300082361)

	Year to Date				Annual			Original Budget
	Actual	Budget	Variance	Comment	Budget	Variance	Comment	
Opening Balance	-1,119,806	-1,119,806	0		-1,119,806	0		-1,119,806
Revenue	-1,366,381	-1,309,207	57,174	Over Budget	-2,215,660	-849,279	Under Budget	-2,056,717
Expense	1,239,361	1,699,088	459,727	Under Budget	2,753,603	1,514,242	Under Budget	2,614,660
Global Trading Activities	-98,546	0	98,546	In Surplus	0	98,546	In Surplus	0
Representative Sports	-530	0	530	In Surplus	0	530	In Surplus	0
Administered Clusters	0	0	0		0	0		0
Non-Curricula Activities	-6,229	0	6,229	In Surplus	0	6,229	In Surplus	0
Balance of Operating Funds	-1,352,130	-729,925	622,206		-581,863	-770,268		-561,863
Provision	0	0	0		581,863	581,863		561,863
Balance of Funds Available	-1,352,130	-729,925	622,205		0	1,352,130		0
<i>Memofigure: System Cost Centres (Not included in above totals)</i>	0	0	0		0	0		0

Balance Sheet Summary Report

Mackay Northern Beaches State High School - (7873)

Period 202606 as at

08-Jun-2026 8:56 AM

<i>Account Group</i>	<i>Account</i>	<i>Account Description</i>	<i>Amount</i>
ASSETS			
	100001	Cash Float	180.00
	101201	General Bank Account	1,216,525.76
	104001	Receivables - Students	117,226.40
	104002	Receivables - Other	29,300.28
	109001	GST Input Credit Control	5,001.00
	109003	GST Clearing	32,589.54
	115016	Citibank Balance Sheet Clearing account	3,264.60
	162001	Plant & Equipment	2,406,201.37
	172001	Plant & Equipment - Accum Depr	-2,406,201.37
			<u>1,404,087.58</u>
LIABILITIES			
	200005	Citibank Control Account	-9,489.80
	205501	GST - Revenue Control	-184.36
			<u>-9,674.16</u>
		Net Assets/(Liabilities)	<u>1,394,413.42</u>
EQUITY			
	340001	Accumulated Surplus/Deficit	-1,119,515.74
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-274,897.68
			<u>-1,394,413.42</u>

School Financial Snapshot

Mackay Northern Beaches State High School (7873)

Period 202606 (Jun 2026)

as at 08-June-2026 08:54 AM

What We Own

Cash Holdings

General Bank Account 1,216,525.76

Other Cash Holdings 180.00

Subtotal of Cash Holdings 1,216,705.76

What Others Owe Us

Parents 117,226.40

Others 66,890.82

Subtotal of What Others Owe Us 184,117.22

Total of What We Own 1,400,822.98

ADJUSTED FOR

What We Owe Others

Payables -9,674.16

Funds Held in Trust 0.00

Total of What We Owe Others -9,674.16

Net Ownership* (We own more than we owe) 1,391,148.82

ADJUSTED FOR

What We Are Committed to Spend 42,573.19

Funds We Hold for Others

Global Trading Activities -105,749.03

Representative Sports -530.00

Other Activities -9,610.19

Total Funds Held for Other Bodies -115,889.22

Amounts Held for Future Projects

Bank Reserve Provision 100,000.00

Plant & Equipment Provision 200,000.00

Future Projects Provision 281,863.00

Total Provisions 581,863.00

Actual Financial Position of the School/Available Funds 650,823.41

Reconciliation to Balance Sheet Summary Report

Net Ownership*		1,391,148.82
ADJUSTED FOR		
Items Awaiting Reconciliation		
Salary Recovery	0.00	
Corporate Card	3,264.60	
Total Items Awaiting Reconciliation		<u>3,264.60</u>
Net Assets/(Liabilities) as per Balance Sheet Summary Report		<u>1,394,413.42</u>

Appendix D – Ancilliary (if Required)

Appendix E – Ancilliary (if Required)

Appendix F - Ancilliary (if Required)

Appendix G - Ancilliary (if Required)