



MNBSHS P&C GENERAL MEETING

- AGENDA

Date: 12 March 2026 Scheduled Time: 4:15pm Location: L1.1	
AGENDA ITEM	
Opening and welcome	Meeting opened at X:XXpm
Apologies	
Confirmation of the minutes of the previous general meeting	Minutes distributed to members prior to meeting.
MOTION	That the minutes be confirmed as a true and correct record of the meeting held 27 November 2025. Moved: Seconded: Carried / Lost
Business arising from the minutes of the previous general meeting	1.
Correspondence	1. Emails actioned and filed

MOTION	That the inwards correspondence be received and outwards be endorsed. Moved: Seconded: Carried / Lost
Treasurer's report	Report provided to members (See Appendix A).
MOTION	That the Treasurer's report be accepted and payments as listed be endorsed. Moved: Seconded: Carried / Lost
Canteen report	Report provided to members (See Appendix B).
MOTION	That the canteen report be accepted as tabled. Moved: Seconded: Carried / Lost
Principal's report	Report provided to members (see Appendix C).

MOTION	That the Principal's report be accepted as tabled. Moved: Seconded: Carried / Lost
Motions on notice	Nil

General Business	Speaker: Notes: Motion: Moved: Seconded: Carried / Lost
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General Business	Speaker: Notes:
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	<p>Motion:</p> <p>Moved:</p> <p>Seconded:</p> <p>Carried / Lost</p>
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General Business	<p>Speaker:</p> <p>Notes:</p> <p>Motion:</p> <p>Moved:</p> <p>Seconded:</p> <p>Carried / Lost</p>
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General Business	<p>Speaker:</p> <p>Notes:</p>
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	<p>Motion:</p> <p>Moved:</p> <p>Seconded:</p> <p>Carried / Lost</p>
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General Business	<p>Speaker:</p> <p>Notes:</p> <ul style="list-style-type: none"> • <p>Motion:</p> <p>Moved:</p> <p>Seconded:</p> <p>Carried / Lost</p>
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Applications for New Membership	<ul style="list-style-type: none"> •
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Date of Next Meeting	12 March 2026
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Close	Time:
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Actions	1.
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CONFIRMATION OF MINUTES

Chair name: _____

Signature: _____

Date: _____

Appendix A - Treasurer's Report

**MACKAY NORTHERN BEACHES SHS
PARENTS & CITIZENS ASSOCIATION**
Treasurer's Report
For the Period of 01 February 2026 - 28 February 2026
Statement of Receipts and Payments

	FEBRUARY
INCOME	
Cash Sales	\$ 15,411.50
EFTPOS	\$ 45,057.80
SQUARE	\$ -
TOTAL RECEIPTS	\$ 60,469.30
Less EXPENDITURE	
Bank Fees	\$ 802.54
Canteen Wages	\$ 15,004.08
Superannuation	\$ 1,060.22
ATO	\$ 5,004.00
	\$ 21,870.84
Canteen Expenses	
Campbells	\$ 16,948.79
Coles(WEX Australia)	\$ 128.90
Reimbursement to Skye	\$ 1,778.57
CMS	\$ 269.95
King of Meats	\$ 422.01
Lactalis Australia	\$ 3,139.69
Bidfoods	\$ -
Superior Food Group	\$ 1,835.34
Vegies Unlimited	\$ 1,063.52
Max Stock	\$ 631.20
CRUSTY'S BAKEHOUSE	\$ 534.24
	\$ 26,752.21
TOTAL EXPENDITURE	\$ 48,623.05
CANTEEN MONTHLY PROFIT/LOSS	\$ 11,846.25

DONATIONS	
MNBSHS Donations	\$ -
TOTAL INCOME	\$ 60,469.30
TOTAL PAYMENTS	\$ 48,623.05
MONTHLY Surplus/(Deficit)	\$ 11,846.25

BANK RECONCILIATION

Opening Cash Book Balance at 01 February 2026	\$ 197,117.23
Add Receipts	\$ 60,469.30
Less Payments	\$ 48,623.05
Closing Cash Book Balance 28 February 2026	\$ 208,963.48
Bank Statement Balance at 28 February 2026	\$ 208,963.48
Add Outstanding Deposits	\$ -
Less Outstanding Cheques	\$ -
Balance at 28 February 2026	\$ 208,963.48
Difference	\$ -
Long Service Account at 28 February 2026	\$ 15,078.56

Appendix B - Canteen Report

Canteen Report March 2026

Takings for feb \$ 60 469. Feb 25 \$54 758

YTD \$87 560.30

Daily average \$3019 which is slightly dropped but not unusual for this time of year. It will spike again in term two.

- * We are tracking how many sales a day we are doing and we average around 480/500 per day.
- * We cashed in more rewards points from our milk company last year and got a slow cooker, a Dyson fan and \$300 worth of vouchers from the good guys and JBHifi and House. These have all now arrived.
- * We are continuing to have supply issues and with the increased price in petrol we may see more and more.
- * We have received our Debit cards and are just waiting on the pin numbers to arrive.
- * PGD has mostly been running smoothly. We have had a few instances where staff haven't shown up. We notify exec when this happens.
- * Ange is currently on leave and we have Kellie Pooley working with us to cover. Kellie also works for the uniform shop.

PRINCIPAL'S REPORT
PARENTS' & CITIZENS' ASSOCIATION
Thursday 12th March 2026

SCHOOL MANAGEMENT

Staffing:

Term 2:-

Out:- Matt MacDonald; Cat Clarke (maternity); **In:-** Anna Miller (Inclusion); Jordana Schodde

General Staffing – We continue to actively pursue more teachers and TAs to bolster our programs and timetable capabilities. Stocks are thin across the State.

1.1.1 **Financial**

- School budget presented at next meeting

GENERAL

- **School Photos** – completed and waiting for student IDs
- **Senior Schooling** – attendance paramount for in class assessment and to hand in final assessment pieces. **Must** notify Susanne Morrow (Senior School HOD), Tony Weight (Guidance Officer), or Rachel Kowald (SS DP) on day if not before if your student is absent
- **Year 11 Block exams Week 8** – Wednesday & Thursday
- **Harmony Day activities** - Week 8, Term 1
- **(New) eSport club** - (in conjunction with QUT)
- **Swimming carnival** – Week 10, Term 1– Tuesday
- **Cross Country** – Wednesday Week 6 – huge success and boost to house culture was evident
- **Assessment and Reporting** reports emailed home on last Friday of this term

- **NAPLAN 2026** – on now – Wed to Fri. Thanks to P&C for breakfast snacks
- **QEW** (Qld Engagement and wellbeing) survey – Early Term 2

- **Tour de Cure** – Term 2 - May 1st into 2nd (Week 2)

- **Parent teacher Interviews** – Week 3, May 7th, Term 2
- **Year 8 Carnarvon (Geography) Trip** – Week 4, Term 2, 12th – 15th May
- **Year 7 (Canberra) Trip** – Week 10, Term 2 (Info night, Week 2, Term 2)
- **Year 10 Work Experience** – Week 10, term 2
- **Year 12 Ski Trip** – Week 10, Term 2
- **Musical Prep** continuing - *Popstars! The Musical*.

Awareness

- Entering the Reed Street building site to access waterhole – illegal and dangerous.

CALENDAR

WK 8 18 – 20 March	16 Breakfast Club 8 a.m. Yr 7&8 parade @ hall Stingers Strength 3-4 p.m. Pom training 3-4 p.m. HODs check line management class lists. Behaviour, Effort & Extra-Curricular data due by 11 a.m. Musical rehearsal 3-5 p.m.	17 SAMs #1 – Moderation after assessment Yr 9&10 parade @ hall Yr 11 &12 parade @ PAC Student Council 1 st break QCAA – Final date to change ILO to QCIA 2025	18 Parade – WOODTA String lessons Cheer 2 nd lunch Cheer 3-4 p.m. Musical rehearsal 3-5 p.m. Tradies for a Day @ PSHS (QMEA)	19 PBL 7.45-8.15 a.m. Homework Club Multicultural staff lunch P4 Yr 11 RACQ @ PAC P4 Yr 12 QFES	20 House Parade Senior Secondary Certification Agreement 2025 Due in SM NAPLAN Window closes
	Year 11 exam block 18 & 19 March / NAPLAN catch up 16-20 March / Harmony week				
WK 9 23 – 27 March	23 Breakfast Club 8 a.m. Yr 7&8 parade @ hall Stingers Strength 3-4 p.m. Pom training 3-4 p.m. NR conversations with HOD & survey completed by 11 a.m. Musical rehearsal 3-5 p.m.	24 SAMs #2 – Moderation after assessment Yr 9&10 parade @ hall Yr 11 &12 parade @ PAC Student Council 1 st break Cert III Sampling & Measurement practical Cert III in Fitness @ CQU	25 Parade – LEBHMA String lessons Cheer 2 nd lunch Cheer 3-4 p.m. Musical rehearsal 3-5 p.m.	26 Thinkin' Thursday Homework Club Yr 12 CQU Experience 9-2pm HODs complete NR review with DPs by 11 a.m.	27 House Parade VET student enrolments due in SM Yr 12 girls Soroptimist morning tea 9 a.m.-12 p.m.
	Yr 11 Electro-Technology MEC work placement 23-27 March				
WK 10 30 March – 02 April	30 Breakfast Club 8 a.m. Yr 7&8 parade @ hall Stingers Strength 3-4 p.m. Pom training 3-4 p.m. Reports to buddies by 3 p.m. VET Annual Compliance Data due to QCAA Vaccination Year 10 (Dose 1) Musical rehearsal 3-5 p.m. SM - IA1 Confirmation Marks due to Jo Sharam	31 Staff Swimming Carnival Yr 9&10 parade @ hall Yr 11 &12 parade @ PAC Student Council 1 st break Reports to HODs by 11 a.m.	01 Parade – ADAMLO String lessons Cheer 2 nd lunch Cheer 3-4 p.m. Musical rehearsal 3-5 p.m. PBL rewards day Reports to year level DPs & reporting closes	02 PBL 7.45-8.15 a.m. Reports emailed home by 11 a.m.	03 Good Friday

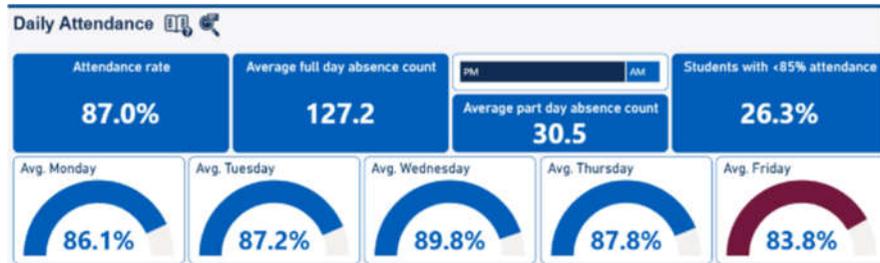
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
WK 1 20 – 24 April	20 Yr 9&10 parade @ hall	21 Yr 9&10 parade @ hall Student Council 1 st break SM – IA1 Provisional marks due in SM	22 Anzac Parade – NBRYA Yr 8 camp parent info 6 p.m.	23	24
WK 2 27 April – 01 May	27 Yr 7&8 parade @ hall Stingers Strength 3-4 p.m.	28 Yr 9&10 parade @ hall Yr 11 &12 parade @ PAC Student Council 1 st break P2 UQ Emmanuel Colloge visit Yr 11&12 Yr 7 camp info night 6 p.m. SM – QCAA publishes required samples for Confirmation IA1 Upload of Confirmation samples for IA1 starts	29 Parade – Yr 12 AQP snorkelling excursion	30 S	01 House Parade Breakfast Club 8 a.m. I block Tour de Cure 1-2 May Leadership HPT P3&4
WK 3 04 - 08 May	04 LABOUR DAY	05 Yr 9&10 parade @ hall Yr 11 &12 parade @ PAC Student Council 1 st break Work Inspirations Yr 9-12 all day SM – Upload of Confirmation samples for IA1 concludes	06 Parade – Work Inspirations Yr 9-12 all day P2 Yr 11 Elevate MDSS Cross Country White Card Course Yr 10 Media Noosa Film Factory	07 FBL 7.30-8.15 a.m. Homework club Parent/Teacher interviews	08 House Parade Breakfast Club 8 a.m. I block
WK 4 11 - 15 May	11 Yr 7&8 parade @ hall Yr 7 Bunnings activity 1 st lunch Stingers Strength 3-4 p.m.	12 Yr 9&10 parade @ hall Yr 11 &12 parade @ PAC Student Council 1 st break	13 Parade – P2 Yr 12 Elevate	14 HPE Transition visit to ERSS Homework club P&C 4-5-15 p.m.	15 House Parade Breakfast Club 8 a.m. I block P2 R4Respect Yr 7&8 QMEA – Oresome Trades Camp (Dysart)

2026 – Term 1, Year to date attendance

Whole School – 87% (above '25); State – 88.5%; CQ – 86.7%

First Nation - School – 82.7%; State – 80% CQ – 79.6%)

All Students



All girls

All boys



Budget

Budget Overview Report

Mackay Northern Beaches State High School - (7873)

Report Date: 07-Mar-2026 6:16 AM

Budget Quarter 1

Period: 202603 | 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	-941,998	-902,705	39,293	Over Budget	-2,099,869	-1,157,871	Under Budget	-2,056,717
Expense	585,878	1,042,968	457,090	Under Budget	2,637,812	2,051,934	Under Budget	2,614,660
Global Trading Activities	-342,976	0	342,976	In Surplus	0	342,976	In Surplus	0
Representative Sports	-240	0	240	In Surplus	0	240	In Surplus	0
Administered Clusters	0	0	0		0	0		0
Non-Curricula Activities	-11,218	0	11,218	In Surplus	0	11,218	In Surplus	0
Balance of Operating Funds	-1,830,361	-979,543	850,817		-581,863	-1,248,497		-561,863
Provision	0	0	0		581,863	581,863		561,863
Balance of Funds Available	-1,830,361	-979,543	850,818		0	1,830,361		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 202603 as at

07-Mar-2026 6:16 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	1,530,203.98
	104001	Receivables - Students	375,356.58
	104002	Receivables - Other	2,576.11
	109001	GST Input Credit Control	5,575.22
	109003	GST Clearing	11,579.29
	115008	BPAY and BPOINT Unallocated (DO NOT USE)	-1,610.00
	115016	Citibank Balance Sheet Clearing account	-2,994.78
	162001	Plant & Equipment	2,360,317.88
	172001	Plant & Equipment - Accum Depr	-2,360,317.88
			<u>1,920,866.40</u>
LIABILITIES			
	200005	Citibank Control Account	-46,056.97
	205501	GST - Revenue Control	-0.90
			<u>-46,057.87</u>
		Net Assets/(Liabilities)	<u>1,874,808.53</u>
EQUITY			
	340001	Accumulated Surplus/Deficit	-1,119,515.74
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-755,292.79
			<u>-1,874,808.53</u>

School Financial Snapshot

Mackay Northern Beaches State High School (7873)

Period 202603 (Mar 2026)

as at 07-March-2026 06:18 AM

What We Own

Cash Holdings

General Bank Account	1,530,203.98	
Other Cash Holdings	180.00	
Subtotal of Cash Holdings		1,530,383.98

What Others Owe Us

Parents	375,356.58	
Others	18,120.62	
Subtotal of What Others Owe Us		393,477.20

Total of What We Own **1,923,861.18**

ADJUSTED FOR

What We Owe Others

Payables	-46,057.87	
Funds Held in Trust	0.00	
Total of What We Owe Others		-46,057.87

Net Ownership* (We own more than we owe) **1,877,803.31**

ADJUSTED FOR

What We Are Committed to Spend

44,737.83

Funds We Hold for Others

Global Trading Activities	-350,187.34	
Representative Sports	-240.00	
Other Activities	-12,352.09	

Total Funds Held for Other Bodies **-362,779.43**

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 **888,423.05**

Reconciliation to Balance Sheet Summary Report

Net Ownership* **1,877,803.31**

ADJUSTED FOR

Items Awaiting Reconciliation

Salary Recovery	0.00
Corporate Card	-2,994.78

Total Items Awaiting Reconciliation **-2,994.78**

Net Assets/(Liabilities) as per Balance Sheet Summary Report **1,874,808.53**

Appendix D – Ancilliary (if Required)

Appendix E – Ancilliary (if Required)

Appendix F - Ancilliary (if Required)

Appendix G - Ancilliary (if Required)