



MNBSHS P&C GENERAL MEETING

- MINUTES

Date: 13 March 2025 Scheduled Time: 4:45pm Location: L1.1	
AGENDA ITEM	
Opening and welcome	Meeting opened at 4:45pm
Apologies	Anne-Maree Nolan, Tammy Kinnersly, Andrea Curd
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 13 February 2025.</p> <p>Moved: Troy Twomey</p> <p>Seconded: Kellie Elzer</p> <p>Carried</p>
Business arising from the minutes of the previous general meeting	<p>1. School representatives to follow-up with the bus company about departure times in the afternoon</p> <p>Closed out as Principal investigated and spoke with the bus company. Feedback from around the room was that the buses were now leaving when scheduled.</p>
	1. Emails actioned and filed

Secretary Report - Correspondence	
MOTION	<p>That the inwards correspondence be received and outwards be endorsed.</p> <p>Moved: Andre Campbell</p> <p>Seconded: Skye Barron</p> <p>Carried</p>
Treasurer's report	Report provided to members (See Appendix A).
MOTION	<p>That the Treasurer's report be accepted and payments as listed be endorsed.</p> <p>Moved: Haley Murray</p> <p>Seconded: Skye Barron</p> <p>Carried</p>
Canteen report	Report provided to members (See Appendix B).
MOTION	<p>That the canteen report be accepted as tabled.</p> <p>Moved: Skye Barron</p> <p>Seconded: Ken Brown</p> <p>Carried</p>
Principal's report	Report provided to members (see Appendix C).
MOTION	<p>That the Principal's report be accepted as tabled.</p> <p>Moved: Sian Burrows</p> <p>Seconded: Justin Gane</p> <p>Carried</p>
Motions on notice	Nil

<p>General Business</p> <p>Request permission to fundraise</p>	<p>Speaker: Kelly Lambert</p> <p>Notes:</p> <ul style="list-style-type: none">• Fundraising Type: Z Club• Fund Raising Recipient: The National Breast Cancer Foundation• Z Club students are developing community and leadership skills through organising and promoting activities such as this.• Z Club is a group of students who come together to work on social issues or fundraise for things they feel strongly about.• Approximately 15 members at the moment.• An awareness of community issues and using charitable activities to become useful and responsible citizens. <p>Motion: That the Z Club can use the P & C Square for the purpose of fundraising.</p> <p>Moved: Kelly Lambert</p> <p>Seconded: Nik Richards</p> <p>Carried</p>
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<p>General Business</p> <p>Request a donation of funding</p>	<p>Speaker: Louise Adamson</p> <p>Notes:</p> <ul style="list-style-type: none"> • Challenge Games • 21 students involved • Students with disabilities will compete with other students from North QLD in modified athletics activities over two days. They will travel away from home for two nights and be with their peers. The North QLD Cowboys attend the games and work with the students at the games. • The P&C objectives will be met as they are donating to students who will be representing our school and community in Townsville. • Annual event • Seeking \$1200 donation <p>Motion: That the P&C donate \$1500 to support MNBSHS students to purchase team shirts to wear at the Challenge Games in 2025 plus meals.</p> <p>Moved: Rachel Kowald</p> <p>Seconded: Nik Richards</p> <p>Carried</p>
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General Business

Request a donation of funding

Speaker: Montanah Best

Notes:

- MNBSHS Rugby League Jersey's
- By securing funding for the Grade 7–12 boys' and girls' rugby league teams jersey, it will develop the compassion and excitement through a sense of ownership. Participation in rugby league fosters teamwork, discipline, and leadership, all of which contribute to student success both on and off the field.
- New Jersey's that will allow the student's to be representing MNBSHS
- Uniforms being updated and modern, representing the school colours will be lasting at least minimum of three - five years.

SUBLIMATED JERSEY	
Quantity	Price per jersey
8 TO 19	\$ 45.00
20 TO 49	\$ 35.00
50 TO 99	\$ 30.00

- Seeking donation \$1400 (Refer Appendix D for Jersey pictures). Revised to \$1800 during meeting.

Motion: That the P&C donate \$1842 to purchase jerseys for the school Rugby League teams

Moved: Montanah Best

Seconded: Danille Sandow

Carried

General Business	Speaker: Troy Twomey
Fund Raising - transfer	<p>Notes</p> <ul style="list-style-type: none"> Request transfer of the monies taken on the Square payment from the Term 1 Krispy Kreme sale to the Year 12 Formal cost centre. \$4,087.43 <p>Motion: That the P&C transfer \$4087.43 to the Senior Formal function</p> <p>Moved: Troy Twomey</p> <p>Seconded: Justin Gane</p> <p>Carried</p>

General Business	Speaker: Steven Pugh
Request a donation of funding	<p>Notes</p> <ul style="list-style-type: none"> Fitness Equipment This will help facilitate the schools continued development and further improvement by ensuring that our gym/fitness equipment is up to date and aligned to current fitness trends. This project will assist the Stingers Strength program to allow for more variety within workouts. The aim is to increase participation during the Monday afternoon sessions, currently 30-40 students attending weekly. Seeking Donation \$1185 (Refer Appendix E for quote breakdown) <p>Motion: That the P&C donate \$1185 to purchase new fitness equipment to support the Stingers Strength program.</p> <p>Moved: Steven Pugh</p> <p>Seconded: Skye Barron</p> <p>Carried</p>

<p>General Business</p> <p>Request approval to seek community sponsorships</p>	<p>Speaker: Justin Gane</p> <p>Notes</p> <ul style="list-style-type: none">• We would like to request funding through sponsorship from Wilmar Sugar or Daly Bay Coal, to assist in covering some costs for year 8 camp, including the costs of coloured hats for our camp group, as well as for our SAT phone hire.• The sponsorship will subsidise some of the costs for students going on camp - therefore assisting our Northern Beaches families in funding their students attendance. <p>Motion: That the P&C approve fundraising / sponsorship activities to put towards the Year 8 Camp using the Square if required.</p> <p>Moved: Justin Gane</p> <p>Seconded: Hayley Murray</p> <p>Carried</p>
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<p>General Business</p> <p>Request a donation of funding</p>	<p>Speaker: Justin Gane</p> <p>Notes</p> <ul style="list-style-type: none">• Year 8 Camp• 60 Students• This funding will assist in achieving the best possible outcomes for students - in terms of their academic and cultural pursuits, and wellbeing. Year 8 camp will promote curriculum objectives of learning about the natural environment and sustainability, while promoting intercultural understanding when students witness 2000-3000 year old First Nations cave art that is being protected in Carnarvon Gorge National Park• This proposed funding will assist in subsidising the overall cost of the camp for year 8 students, so that it is more affordable for our Northern Beaches families• Seeking Donation \$2000 <p>Motion: That the P&C donate \$2400 to the MNBSHS for them to utilise towards the Year 8 Camp</p>
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	<p><i>Revised motion stemming from the May 2025 P&C meeting correcting the phrasing from the original distributed minutes.</i></p> <p>Moved: Justin Gane</p> <p>Seconded: Montanah Best</p> <p>Carried</p>
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General Business	<p>Speaker: Ken Brown</p> <p>Notes</p> <ul style="list-style-type: none"> • Rock Pop Mime 5th June • Purchasing costumes • 25 participants. Charged \$100 per student in 2024 • Seeking donation \$1250 for shirts skirts and fabric <p>Motion: That the P&C donate \$1250 towards the purchase of costumes for the Rock Pop Mime event.</p> <p>Moved: Ken Brown</p> <p>Seconded: Skye Barron</p> <p>Carried</p>
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General Business	<p>Speaker: Hayley Murray</p> <p>Notes</p> <ul style="list-style-type: none"> • Reef Trip in 2024 was cancelled but \$3000 was donated and it has not been used. • Note - it will be held in Trust for another initiative.
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Applications for New Membership	<ul style="list-style-type: none">• Already addressed in the AGM held just prior to this meeting
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Date of Next Meeting	15 th May 2025
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Close	Time: 5:54pm
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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 STATE HIGH SCHOOL PARENTS & CITIZENS ASSOCIATION

Treasurer's Report

For the Period of 01 February 2025 - 28 February 2025

Statement of Receipts and Payments

	FEBRUARY
INCOME	
Cash Sales	\$ 13,874.50
EFTPOS	\$ 40,883.90
PEDAL PRIX	\$ -
SQUARE	\$ -
TOTAL RECEIPTS	\$ 54,758.40
Less EXPENDITURE	
Bank Fees	\$ 765.08
Canteen Wages	\$ 15,829.73
Superannuation	\$ 833.34
ATO (IAS February 2025)	\$ 5,100.00
	\$ 22,528.15
Canteen Expenses	
Campbells	\$ 5,645.25
Coles(WEX Australia)	\$ 498.05
Coles Online	\$ 802.03
CMS	\$ 566.55
King of Meats	\$ 103.92
Lactalis Australia	\$ 1,387.50
Bidfoods	\$ -
Superior Food Group	\$ 2,306.12
Vegies Unlimited	\$ 630.58
Northern Beaches Bakehouse	
CRUSTY'S BAKEHOUSE	\$ 302.90
P & C Qld	\$ -
	\$ 12,242.90
TOTAL EXPENDITURE	\$ 34,771.05
CANTEEN MONTHLY PROFIT/LOSS	\$ 19,987.35

DONATIONS

MNBSHS Donations	\$ -
TOTAL INCOME	\$ 54,758.40
TOTAL PAYMENTS	\$ 34,771.05
MONTHLY Surplus/(Deficit)	\$ 19,987.35

BANK RECONCILIATION

Opening Cash Book Balance at 01 February 2025	\$ 187,512.44
Add Receipts	\$ 54,758.40
Less Payments	\$ 34,771.05
Closing Cash Book Balance 28 February 2025	\$ 207,499.79
Bank Statement Balance at 28 February 2025	\$ 207,499.79
Add Outstanding Deposits	\$ -
Less Outstanding Cheques	\$ -
Balance at 28 February 2025	\$ 207,499.79
Difference	\$ -
Long Service Account at 28 February 2025	\$ 10,078.56

I move that this report be accepted.

Seconded:

Appendix B - Canteen Report

Feb takings for 2025 \$54 758

- Busy start to the term. Huge thanks to Joely and the team for all their hard work. Especially when I was away.
- Joely had to do a bit of hunting and gathering to get supplies.
- Two weeks ago I was invited to attend a National Round Table forum to discuss the future of school canteens. It was very interesting to hear people's ideas and challenges. We had four questions to answer. What do Canteens mean to you? What are the challenges that you face running a canteen? What are the factors that help you succeed? If there was something that would help support you in running a successful canteen in your region/area what would it be?
- There will be a statement compiled from all of the information gathered. And they are attempting to bring about some change in legislation with regard to the whole of Australia being under the same standards and food regulation. Currently each state is different.
- I was one of the only regional representatives.
- Last week will forever be known as disaster week. We had some major plumbing issues with sinks backing up as well as waste water coming out of the floor. We blew the light in the coldroom, our cash register did a hard reset and had to be reprogrammed on a Friday at service time. And we ran out of gas. All of our three phase power tripped one morning meaning we couldn't turn on any of our Baine Maries. It was all a bit much!
- Troy helped us get a plumber after many phone calls to QBuild and they cleared the problem. Our floors have never been cleaner. And Troy is onto QBuild around finding a truck that can reach the grease trap for regular maintenance.
- I have been researching updated POS systems as a result of our failed cash register. I am chasing quotes and trying to get all the information together as we need to update from our old cash registers to a newer system. The challenge is finding one that doesn't require the use of the school internet and has stand alone cellular data. Hopefully next month I will have all of the info gathered to resent.
- We have lost some stock recently due to our storage room being so hot. Troy had an electrician come and fix the air vent.
- Next Tuesday 18th there is a trade show from our suppliers on at the windmill. It's a very interesting afternoon with lots of info on new products. So the five of us are going to attend to gather all the info, network with other schools to see what they are doing and eat some yummy food.

SCHOOL MANAGEMENT

Staffing:

Term 2:-

Out:- Simone Muirhead (travel);

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

School Planning & Accountability

Presented at next meeting

- 2025 AIP
- 2025 Data Plan

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 to Friday
- **Harmony Day activities** - Week 8, Term 1
- **Swimming carnival** – Week 10, Term 1– Wednesday
- **Cross Country** – Week 10, Term 1 - Friday
- **Assessment and Reporting** reports emailed home on last Friday of this term
- **NAPLAN 2025** – on now – Wed to Fri
- **QEW** (Qld Engagement and wellbeing) survey – Early Term 2

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

- **Parent teacher Interviews** – Week 3, May 8th, Term 2
- **Year 8 Carnarvon (Geography) Trip** – Week 4, Term 2

- **Year 7 (Canberra) Trip** – Week 10, Term 2 (Info night, Week 2, Term 2)
- **Year 10 Work Experience** – Week 10, term 2
- **Rock Pop Mime** - Currently in midst of practice!

Awareness

- Student verbal misconduct – Disrespect, defiance and abusive language – will not be tolerated
- Vandalism of Property increased – CCTV; invoices sent to families
- 3 holidays in first 3 weeks – every day counts!

Extra Curricular activities – Stingers Strength; Art Clun, Drama Club, D&D Club, Theatre Sports, Cheerleading, Rigby league comp, Rock Pop, Volleyball, Pedal prix

CALENDAR

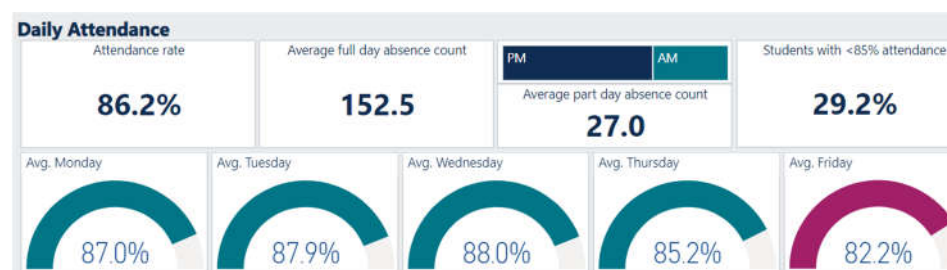
WK 8 17 – 21 March	17 Yr 7&8 parade @ hall Yr 10 parade @ R block Stingers Strength 3-4 p.m. Drama Academy 3-4 p.m.	18 Staff Yr 11 &12 parade @ PAC Student Council 1 st break QCAA – Final date to change ILO to QCIA 2025	19 Parade – J Millen First Aid 3 p.m.	20 P4 Yr 9 parade @ hall P4 Deadly Choices Yr 7 P4 Yr 11&12 RACQ @ PAC Homework Club Multicultural staff lunch First Aid 3 p.m.	21 Bullying. No Way House Parade Senior Secondary Certification Agree 2025 Due in SM NAPLAN Window closed	Pedal Prix Charters Towers 22/03/24
	Year 11 exam block / NAPLAN catch up 17-24 March / Harmony week					
WK 9 24 – 28 March	24 Yr 7&8 parade @ hall Yr 10 parade @ R block Stingers Strength 3-4 p.m. Drama Academy 3-4 p.m.	25 After / Before Yr 11 & 12 parade @ PAC Student Council 1 st break	26 Parade – S Pugh	27 PBL 7.30-8.15 a.m. P4 Yr 9 parade @ hall P4 Deadly Choices Yr 7 P4 Yr 11 & 12 care class Homework Club Yr 12 CQU Experience 9- 2pm	28 House Parade VET student enrolments due in SM	
WK 10 31 March – 4 April	31 Yr 7&8 parade @ hall Yr 10 parade @ R block Stingers Strength 3-4 p.m. Drama Academy 3-4 p.m.	1 After / After Yr 11 & 12 parade @ PAC Student Council 1 st break	2 Swimming Carnival PBL celebrations & rewards parade P3&4 IA1 provisional marks due in SM	3 P4 Yr 9 parade @ hall P4 Deadly Choices Yr 7 P4 Yr 11 & 12 care class Cert III in Fitness @ CQU Homework Club	4 House Parade Cross Country P1&2 QCIA – Final date for QCIA plans to be completed and approved in SM for 2026	

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
WK 1 21 – 25 April	21 EASTER MONDAY	22 End of Moderation Student Council 1 st break SM – Upload of Confirmation samples for IA1 starts	23 Parade - Anzac	24 Thinkin' Thursday Yr 9 parade P4 @ hall	25 ANZAC DAY
WK 2 28 April – 02 May	28 Yr 7&8 parade @ hall Yr 10 parade @ R block Yr 11 & 12 parade @ PAC Stingers Strength 3-4 p.m.	29 SAM Student Council 1 st break SM – Upload of Confirmation samples for IA1 concludes Yr 7 camp info night 6 p.m.	30 Parade Yr 12 AQP snorkelling excursion	01 Yr 9 parade P4 @ hall P4 Yr8 nurse health talk	02 House Parade Tour de Cure 2-3 Leadership HPT
WK 3 05 - 09 May	05 LABOUR DAY	06 HOD led Student Council 1 st break Work Inspirations	07 Parade Work Inspirations MDSS Cross Country White Card Course	08 PBL 7.30-8.15 a.m. Yr 9 parade P4 @ hall Homework club P&C 4-5-15 p.m. Parent/Teacher interviews	09 House Parade

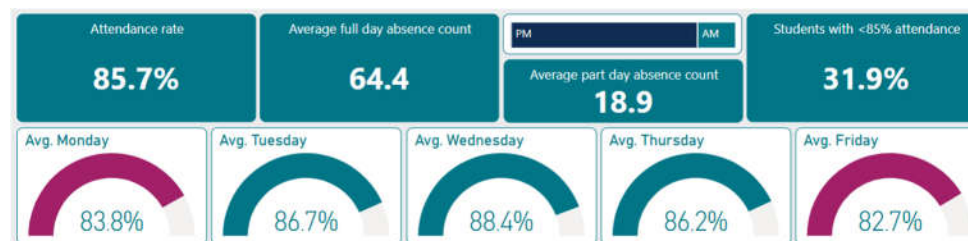
2025 – Term 1, Year to date attendance

(School – 85.8%; CQ – 85.1%)

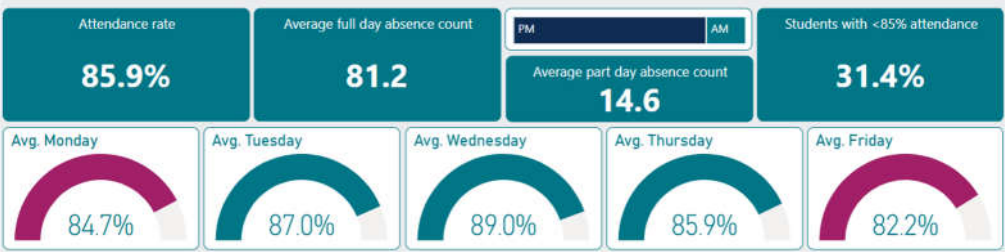
All Students



All girls



All boys



Budget Overview Report

Mackay Northern Beaches State High School - (7873)
Report Date: 08-Mar-2025 5:54 AM
Budget Quarter 1
Period: 202503 | Cost Centre: % | Cost Centre Manager: %
User: Burrows, Sian (787300082361)

	Year to Date				Annual			Original Budget
	Actual	Budget	Variance	Comment	Budget	Variance	Comment	
Opening Balance	-1,377,232	-1,377,232	0		-1,377,232	0		-1,377,232
Revenue	-830,957	-915,192	-84,235	Under Budget	-1,914,620	-1,083,663	Under Budget	-1,912,488
Expense	814,754	1,249,289	434,535	Under Budget	2,869,503	2,054,749	Under Budget	2,867,371
Global Trading Activities	-267,956	0	267,956	In Surplus	0	267,956	In Surplus	0
Representative Sports	-330	0	330	In Surplus	0	330	In Surplus	0
Administered Clusters	0	0	0		0	0		0
Non-Curricula Activities	-13,300	0	13,300	In Surplus	0	13,300	In Surplus	0
Balance of Operating Funds	-1,675,021	-1,043,135	631,886		-422,349	-1,252,672		-422,349
Provision	0	0	0		422,349	422,349		422,349
Balance of Funds Available	-1,675,021	-1,043,135	631,886		0	1,675,021		0
Memofigure: System Cost Centres (Not included in above totals)								
	0	0	0		0	0		0

Balance Sheet Summary Report

Mackay Northern Beaches State High School - (7873)

Period 202503 as at
08-Mar-2025 5:55 AM

Account Group	Account	Account Description	Amount
ASSETS			
	100001	Cash Float	180.00
	101201	General Bank Account	1,374,473.05
	104001	Receivables - Students	304,504.13
	104002	Receivables - Other	42,653.95
	109001	GST Input Credit Control	3,921.62
	109003	GST Clearing	11,870.22
	115005	Disputed Items - Corporate Card	-500.00
	115008	BPAY and BPOINT Unallocated (DO NOT USE)	-52.00
	115015	Credit Card Balance Sheet Account Staff	1,413.30
	122101	Salary Advances	480.00
	162001	Plant & Equipment	2,275,993.91
	172001	Plant & Equipment - Accum Depr	-2,275,993.91
			<u>1,738,944.27</u>
LIABILITIES			
	200003	CBA/MCC Control Account (MCC)	-26,492.06
	205501	GST - Revenue Control	-546.00
			<u>-27,038.06</u>
		Net Assets/(Liabilities)	<u>1,711,906.21</u>
EQUITY			
	340001	Accumulated Surplus/Deficit	-1,376,093.28
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-335,812.93
			<u>-1,711,906.21</u>

School Financial Snapshot

Mackay Northern Beaches State High School (7873)

Period 202503 (Mar 2025)
as at 08-March-2025 05:55 AM

What We Own

Cash Holdings		
General Bank Account	1,374,473.05	
Other Cash Holdings	180.00	
Subtotal of Cash Holdings		1,374,653.05
What Others Owe Us		
Parents	304,504.13	
Others	58,373.79	
Subtotal of What Others Owe Us		362,877.92
Total of What We Own		1,737,530.97

ADJUSTED FOR

What We Owe Others

Payables	-27,038.06	
Funds Held in Trust	0.00	
Total of What We Owe Others		-27,038.06
Net Ownership* (We own more than we owe)		1,710,492.91

ADJUSTED FOR

What We Are Committed to Spend	38,023.89
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Funds We Hold for Others

Global Trading Activities	-278,753.76
Representative Sports	-330.00
Other Activities	-13,299.85
Total Funds Held for Other Bodies	-292,383.61

Amounts Held for Future Projects

Bank Reserve Provision	100,000.00
Plant & Equipment Provision	250,000.00
Future Projects Provision	72,349.00
Total Provisions	422,349.00
Actual Financial Position of the School/Available Funds	957,736.41

School Financial Snapshot - Mackay Northern Beaches State High School - (7873)
Period 202503 (Mar 2025) as at 08-March-2025 05:55 AM

Reconciliation to Balance Sheet Summary Report

Net Ownership*	1,710,492.91
ADJUSTED FOR	
Items Awaiting Reconciliation	
Salary Recovery	0.00
Corporate Card	1,413.30
Total Items Awaiting Reconciliation	1,413.30
Net Assets/(Liabilities) as per Balance Sheet Summary Report	1,711,906.21

Grade 7 -8 Boys and Girls



BOYS AND GIRLS 9 AND 10



BOYS GRADE 11 AND 12



Appendix E – Ancilliary (if Required)

Supplier	Item	Cost
Gym and Fitness	Landmine press attachment	117.07
MTA	Medicine Ball 10kg	45.71
SMAI	Battle Rope 15m x 50mm	199
SMAI	Rope storage hook	19.99
SMAI	Plyometric Box Jump steps	399
SMAI	Resistance bands 5pk	84
Big W	Resistance bands 3pk	29
	Shipping	290.79
	Total	\$1184.56

Appendix F - Ancilliary (if Required)

Appendix G - Ancilliary (if Required)