



MNBSHS P&C GENERAL MEETING

- MINUTES

Date: 14 May 2026 Scheduled Time: 4:15pm Location: L1.1	
AGENDA ITEM	
Opening and welcome	Meeting opened at 4:15pm
Apologies	Troy Twomey
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 12 March 2026. Moved: Andrew Campbell Seconded: Skye Barron Carried
Business arising from the minutes of the previous general meeting	1. Nil

Correspondence	1. Emails actioned and filed
MOTION	That the inwards correspondence be received and outwards be endorsed. Moved: Andrew Campbell Seconded: Hayley Murray Carried
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: Hayley Murray Seconded: Kellie Elzer Carried
Canteen report	Report provided to members (See Appendix B).
MOTION	That the canteen report be accepted as tabled. Moved: Skye Barron Seconded: Tammy Kinnersly Carried

Principal's report	Report provided to members (see Appendix C).
MOTION	That the Principal's report be accepted as tabled. Moved: Sian Burrows Seconded: Ashleigh Vardanega Carried
Motions on notice	Nil

General Business	Speaker: Sian Burrows
Discussion point	Notes: <ul style="list-style-type: none"> • Term planner discussion around canteen and the impacts of future events • Assist canteen in planning and budgeting for events <p>Information only – copy of calendar to be sent out with the minutes</p>

General Business

Request a donation of funding

Speaker: Marcia Prior / Cameron Mathews

Notes:

- Instrumental Regional Tour
- 38 students involved
- This project will support the continued development of the Instrumental Music program to encourage engagement and performance opportunities for students
- Students travelling will gain valuable experience working with ensembles at schools in Moranbah, Clermont and Emerald. This provides an Excellence opportunity for students to improve performance skills in Concert Band
- Funds requested to cover bus hire and accommodation costs. We'd like to keep the overall cost of the tour to under \$200 for our families. Unless Kinetic increases bus hire due to the fuel crisis, no further funds should be asked for.
- Bus Transport \$7,500 / Accomodation \$5,500 / Mine Tour \$1,100. Meals and other expenses to be funded by the parents contributions
- **Funds requested \$13,000**

Motion: That the P&C donate \$13,000 towards the bus hire and accommodation costs for the Instrumental Regional Tour understanding that future years will aim to be self-sustaining with fundraising

Moved: Anne-Maree Nolan

Seconded: Ashleigh Vardanega

Carried

General Business

Request a donation of funding

Speaker: Hayley Murray on behalf of Rachel Richards

Notes:

- Transfer of funds taken by Square payments for Year 12 Formal fundraiser, sale of Krispy Kreme doughnuts.
- \$47.35
\$3143.25
\$1019.82
- **TOTAL \$4210.42**

Motion: That the P&C donate monies taken by the Square payments from the sale of Krispy Kreme doughnuts for Year 12 formal to the school

Moved: Hayley Murray

Seconded: Kellie Elzer

Carried

<p>General Business</p> <p>Discussion point</p>	<p>Speaker: Matt Bowerman / Kiersten Hart</p> <p>Notes:</p> <ul style="list-style-type: none"> • Canteen Cash - House Initiative from the House Culture Team • \$8/house /week = \$32/week = \$640 for the semester starting Term 3 • Student House Jersey Samples presented for review <p>Motion: That the P&C support the proposal to introduce “Canteen Cash” as prizes for house culture rewards system / PBL up to \$32/week = \$640 for the rest of 2026</p> <p>Moved: Hayley Murray</p> <p>Seconded: Tammy Kinnersly</p> <p>Carried</p>
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<p>Request a donation of funding</p>	<p>Speaker: Skye Barron</p> <p>Notes:</p> <ul style="list-style-type: none"> • Year 11s request to use the canteen to fundraise at the athletics carnival to raise money for the Year 11 camp <p>Motion: That the P&C accommodate students to work in the canteen for a day during the athletics carnival to raise funds for the Year 11 camp and that the profits from the day be donated back to the school</p> <p>Moved: Skye Barron</p> <p>Seconded: Kelly Lambert</p> <p>Carried</p>
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General Business

Request a donation of funding

Speaker: Skye Barron

Notes:

- Transition night that the canteen staff are able to participate and provide a selections of garlic bread and cookies to give out on the night

Motion: That the P&C support canteen staff to attend the transition night and provide garlic bread and cookies to attendees

Moved: Skye Barron

Seconded: Tammy Kinnersly

Carried

Applications for New Membership

New Member Applications:

- Kiersten Hart
- Kelly Lambert
- Anne-Maree Nolan

Motion: That the new member applications be accepted

Moved: Andrew Campbell

Seconded: Sian Burrows

Carried

Date of Next Meeting	11 June 2026
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Close	Time: 5:34pm
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Actions	1. Nil
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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 March 2026 - 31 March 2026
Statement of Receipts and Payments

	MARCH
INCOME	
Cash Sales	\$ 13,072.80
EFTPOS	\$ 44,928.40
SQUARE	\$ 4,284.08
TOTAL RECEIPTS	\$ 62,285.28
Less EXPENDITURE	
Bank Fees	\$ 733.52
Canteen Wages	\$ 14,427.91
Superannuation	\$ 2,390.05
P & C Insurance	\$ 2,985.69
DGL Accounting	\$ 720.50
	\$ 21,257.67
Canteen Expenses	
Campbells	\$ 14,447.73
Coles(WEX Australia)	\$ 1,000.00
Coles Online	\$ 2,294.28
CMS	\$ 263.30
King of Meats	\$ 333.19
Lactalis Australia	\$ 6,130.82
Reimbursement to Skye	\$ 48.00
Superior Food Group	\$ 2,313.00
Vegies Unlimited	\$ 1,034.39
Max Stock	\$ 765.30
CRUSTY'S BAKEHOUSE	\$ 501.12
	\$ 29,131.13
TOTAL EXPENDITURE	\$ 50,388.80
CANTEEN MONTHLY PROFIT/LOSS	\$ 11,896.48

DONATIONS	
MNBSHS Donations	\$ 2,325.65
TOTAL INCOME	\$ 62,285.28
TOTAL PAYMENTS	\$ 52,714.45
MONTHLY Surplus/(Deficit)	\$ 9,570.83

BANK RECONCILIATION

Opening Cash Book Balance at 01 March 2026	\$ 208,963.48
Add Receipts	\$ 62,285.28
Less Payments	\$ 52,714.45
Closing Cash Book Balance 31st March 2026	\$ 218,534.31
Bank Statement Balance at 31st March 2026	\$ 218,534.31
Add Outstanding Deposits	\$ -
Less Outstanding Cheques	\$ -
Balance at 31st March 2026	\$ 218,534.31
Difference	\$ -
Long Service Account at 31st March 2026	\$ 15,078.56

	APRIL
INCOME	
Cash Sales	\$ 6,514.00
EFTPOS	\$ 20,603.10
SQUARE	\$ -
TOTAL RECEIPTS	\$ 27,117.10
Less EXPENDITURE	
Bank Fees	\$ 402.58
Canteen Wages	\$ 7,325.59
Superannuation	\$ 2,336.99
ATO	\$ 5,304.00
	\$ 15,369.16
Canteen Expenses	
Campbells	\$ 2,799.96
Coles(WEX Australia)	\$ -
Coles Online	\$ 456.37
CMS	\$ 241.63
King of Meats	\$ 59.70
Lactalis Australia	\$ 5,210.43
Superior Food Group	\$ 915.56
Vegies Unlimited	\$ -
Max Stock	\$ -
CRUSTY'S BAKEHOUSE	\$ 211.68
	\$ 9,895.33
TOTAL EXPENDITURE	\$ 25,264.49
CANTEEN MONTHLY PROFIT/LOSS	\$ 1,852.61
DONATIONS	

MNBSHS Donations	\$ -
TOTAL INCOME	\$ 27,117.10
TOTAL PAYMENTS	\$ 25,264.49
MONTHLY Surplus/(Deficit)	\$ 1,852.61

BANK RECONCILIATION

Opening Cash Book Balance at 01 April 2026	\$ 218,534.31
Add Receipts	\$ 27,117.10
Less Payments	\$ 25,264.49
Closing Cash Book Balance 30th April 2026	\$ 220,386.92
Bank Statement Balance at 30th April 2026	\$ 220,386.92
Add Outstanding Deposits	\$ -
Less Outstanding Cheques	\$ -
Balance at 30th April 2026	\$ 220,386.92
Difference	\$ -
Long Service Account at 30th April 2026	\$ 15,078.56

Appendix B - Canteen Report

Takings for April \$26 719.60

April 25 \$20 744.30

- * Total takings for the year so far \$ 161 510.20
- * Which is \$18 300 more than the same time last year.
- * Our daily average has come down slightly however we aren't concerned as overall sales are up. It is \$2 884
- * We started the term off with almost a bang when Joely and I came to school to sort things the Friday before term started only to find the gas turned on on the stove. We quickly turned it off and opened all the windows. And called Troy. The dial cannot be knocked to turn on it must be pushed in. So we are unsure on how this could have been accidental. All of the counters, stove top and prep benches were cleaned and sanitised at the end of the term. There was no need for anyone to touch them.
- * Previously at the end of each term the groundsmen used to turn all of the gas bottles off, we were not aware this didn't happen anymore.
- * We now turn the emergency gas shut off dial each day.
- * Joely was brilliant as team leader while I was away. Everything ran super smoothly.
- * Joely sorted food for the tour de cure and also came in to assist with clean up at 5am on Saturday morning.
- * We are having problems with our ice cream supplier. We order and they invoice us but then don't deliver the product then chase us for the money! We are looking at changing to Peters from streets. Which would mean we need to open an account with PFD.
- * We have been approached by Hospitality to have some students do work experience for their certificates in the canteen. We are chatting with the HOD, teachers and James H as head of Vet to sort the relevant paperwork for insurance purposes. Also checking students have relevant experience and appropriate time to qualify for their certificate.
- * Metcash who own Campbells now have eftpos machines. They have given us some info around their costings. Just need to check with Hayley what we are currently paying as it looks to be cheaper. Will investigate more.
- * We are changing a few menu items to our winter menu more butter chicken, lasagne and curries as the weather cools down.

PRINCIPAL'S REPORT
PARENTS' & CITIZENS' ASSOCIATION
Thursday 14th May 2026

GENERAL

- **Anzac Day participation** – strong participation in the city and Bucasia events again this year
- **Tour de Cure** – 11th year ; over 200 participants and approx. \$4900 raised; over \$6500 raised across the 10 years for cancer research.
- **Parent teacher Interviews last week** – over 330 interviews booked in.
- **Queensland Engagement and Wellbeing (QEW) Surveys** – helps us understand how our students view their wellbeing, school experience, and engagement. It covers a wide range of areas including resilience, school climate, sense of belonging, relationships, health, and future outlooks. **All year levels completed Week 3**
- **Year 8 Carnarvon (Geography) Trip** – this week – follow their adventures on socials!
- **Year 7 Canberra trip** – planning continues - Week 10
- **Year 12 Ski Trip** – also Week 10 this term
- **Year 10 Work Experience** – Week 10 – about 50% of students organised.
- **Transition yr 6 into 7** is continuing – different faculties/subject areas visiting Eimeo Rd and Bucasia
- **Track & Field Interhouse carnivals** Week 6 – Student Council to run fundraiser BBQ
- **Z Club fundraiser** - face painting at Aths Carnival (TBF)
- **Year 12 Mock Interviews – Week 5**

- **Year 12 (Formal) Bunnings Sausage Sizzle** – mid-term 3.– please support!
- **Year 12 100 Days Celebration** – June 1st – first break in the PAC, with the Year 12's and teachers

- **Transition Night - for Year 6 into 7 and Year 11 into 12** – Tuesday of Week 2, Term 3. Watch social media, text messages and parent newsletters for details as they roll out.
- **StingSesh** – student led video “weekly newsletter” continues to be a success – what’s happening and the weekly PBL focus – Weeks 3,6,9, shown in the PBL lesson
- **Facilities** – AFL posts (from AFL QLD) over the next couple of months; Big numbers for “come and try”
- **Uniform expectations, especially with cooler months “in play” currently** – focused work around consistent application of expectations



CALENDAR

WK 5 18 – 22 May	18 Yr 7&8 parade @ hall Yr 9&10 parade @ PAC CIA Phase 2 starts Stingers Strength 3-4 p.m.	19 SAMs #1 Yr 11 &12 parade @ PAC Student Council 1 st break Year 12 Mock Interviews Yr 8 guest speaker P1	20 Parade - LEBHMA Year 12 Mock Interviews	21 Homework club HPE Transition visit to BSS Year 12 Mock Interviews Biggest Morning Tea 1 st lunch	22 WH&S 7.30 a.m. House Parade Breakfast Club 8 a.m.1 block Good vibes staff lunch
	History week / Year 11/12 MEC Automotive Work Experience 18 – 22 May				
WK 6 25 – 29 May	25 Yr 7&8 parade @ hall Yr 9&10 parade @ PAC Reporting open for checking of rolls at 9 a.m. Stingers Strength 3-4 p.m. Vaccinations – Year 7	26 SAMs #2 Yr 11 &12 parade @ PAC Yr 11 & 12 Cert III Fitness @ CQU Student Council 1 st break IA1 Confirmation decisions released	27 House Parade – House Cos Yr 10 Women Who Weld Rotary breakfast 6.45 a.m. White Card Course	28 PBL 7.45-8.15 a.m. Homework club STEM transition to ERSS	29 House Parade Rotary march to end domestic violence Breakfast Club 8 a.m.1 block Toolkit 4 Girls (MEC)
	Yr 11 & Yr 12 MEC Engineering work placement 1 - 5 May				
WK 7 01 – 05 June	01 Yr 7&8 parade @ hall Yr 9&10 parade @ PAC Class roll changes to reporting survey by 11 a.m. Reports open for data entry at 3 p.m. Yr 12 100 days Stingers Strength 3-4 p.m.	02 Wellbeing Yr 11 &12 parade @ PAC Student Council 1 st break	03 Parade -GIDDJO Transition assist with ERSS athletics carnival P2&3 Yr 7&8 One Punch Can Kill	04 Athletics pre-carnival events Homework club Transition assist with ERSS Yr 8 Hum guest speaker SM – Provisional marks for IA2 Opt-in Confirmation due to Jo Sharam	05 Athletics Carnival Breakfast Club 8 a.m.1 block
	Yr 11 & Yr 12 MEC Engineering work placement 1 - 5 May				
8 08 – 12 June	08 Yr 7&8 parade @ hall Yr 9&10 parade @ PAC Yr 12 UQ visit 1 st lunch	09 SAMs #2 Moderation – after assessment Yr 11 &12 parade @ PAC Student Council 1 st break SM – Provisional marks for IA2 Opt-in Confirmation due in SM Readers Cup Yr 7/8	10 Parade – SMITEL Exec – AC Harajuku Day	11 PBL 7.45-8.15 a.m. STEM Transition visit to BSS Homework club P&C 4-5.15 p.m.	12 House Parade Breakfast Club 8 a.m.1 block

21 TRX 1 MONSVILLE 22-24 May
 June
 1 COLON 1 11A PM

Attendance



Financial Reports

Budget Overview Report

Mackay Northern Beaches State High School - (7873)

Report Date: 08-May-2026 2:58 PM

Budget Quarter 2

Period: 202605 | 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	-1,220,085	-1,309,207	-89,122	Under Budget	-2,215,660	-995,575	Under Budget	-2,056,717
Expense	1,046,397	1,699,088	652,691	Under Budget	2,753,603	1,707,206	Under Budget	2,614,660
Global Trading Activities	-185,430	0	185,430	In Surplus	0	185,430	In Surplus	0
Representative Sports	-470	0	470	In Surplus	0	470	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	-1,485,623	-729,925	755,698		-581,863	-903,760		-561,863
Provision	0	0	0		581,863	581,863		561,863
Balance of Funds Available	-1,485,623	-729,925	755,698		0	1,485,623		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 202605 as at

08-May-2026 2:58 PM

<i>Account Group</i>	<i>Account</i>	<i>Account Description</i>	<i>Amount</i>
ASSETS			
	100001	Cash Float	180.00
	101201	General Bank Account	1,347,802.08
	104001	Receivables - Students	176,237.45
	104002	Receivables - Other	21,208.09
	109001	GST Input Credit Control	4,391.49
	109003	GST Clearing	12,344.53
	115008	BPAY and BPOINT Unallocated (DO NOT USE)	-249.45
	115016	Citibank Balance Sheet Clearing account	6,358.29
	162001	Plant & Equipment	2,391,395.69
	172001	Plant & Equipment - Accum Depr	-2,391,395.69
			<u>1,568,272.48</u>
LIABILITIES			
	200005	Citibank Control Account	-11,131.37
	205501	GST - Revenue Control	-1,288.63
			<u>-12,420.00</u>
		Net Assets/(Liabilities)	<u>1,555,852.48</u>
EQUITY			
	340001	Accumulated Surplus/Deficit	-1,119,515.74
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-436,336.74
			<u>-1,555,852.48</u>

School Financial Snapshot

Mackay Northern Beaches State High School (7873)

Period 202605 (May 2026)

as at 08-May-2026 02:58 PM

What We Own

Cash Holdings

General Bank Account	1,347,802.08	
Other Cash Holdings	180.00	
Subtotal of Cash Holdings		1,347,982.08

What Others Owe Us

Parents	176,237.45	
Others	37,694.66	
Subtotal of What Others Owe Us		213,932.11

Total of What We Own **1,561,914.19**

ADJUSTED FOR

What We Owe Others

Payables	-12,420.00	
Funds Held in Trust	0.00	

Total of What We Owe Others **-12,420.00**

Net Ownership* (We own more than we owe) **1,549,494.19**

ADJUSTED FOR

What We Are Committed to Spend **70,519.67**

What We Are Committed to Spend **70,519.67**

Funds We Hold for Others

Global Trading Activities	-217,283.01	
Representative Sports	-470.00	
Other Activities	-9,610.19	

Total Funds Held for Other Bodies **-227,363.20**

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 **669,748.32**

Reconciliation to Balance Sheet Summary Report

Net Ownership*		1,549,494.19
<i>ADJUSTED FOR</i>		
Items Awaiting Reconciliation		
Salary Recovery	0.00	
Corporate Card	6,358.29	
Total Items Awaiting Reconciliation		<u>6,358.29</u>
Net Assets/(Liabilities) as per Balance Sheet Summary Report		<u>1,555,852.48</u>

Appendix D – Ancilliary (if Required)

Appendix E – Ancilliary (if Required)

Appendix F - Ancilliary (if Required)

Appendix G - Ancilliary (if Required)