



MNBSHS P&C GENERAL MEETING

- MINUTES

Date: 15 May 2025 Scheduled Time: 4:15pm Location: L1.1	
AGENDA ITEM	
Opening and welcome	Meeting opened at 4:12pm
Apologies	Haley Murray
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 March 2025.</p> <p>Previous minutes – change to reflect that P&C cannot nominate monies to be given to individual families but rather the school for them to then distribute. Minutes to be changed to donation of \$2400 to the Year 8 camp.</p> <p>Moved: Skye Barron</p> <p>Seconded: Danille Sandow</p> <p>Carried</p> <p><i>22/5/25 Previous distributed minutes have been revised as per this instruction</i></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: Kellie Elzer</p>

	Carried
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: Troy Twomey</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: Nik Richards</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: Troy Twomey</p> <p>Carried</p>
Motions on notice	Nil

<p>General Business</p> <p>Request a donation of funding</p>	<p>Speaker: Marcia Prior</p> <p>Notes:</p> <ul style="list-style-type: none"> • The Almost 48 Hour Film Project is an opportunity to support The Arts at Northern Beaches • The Almost 48HFP is a weekend long event to inspire our film makers. It is an opportunity to workshop, peer evaluate and connect over mutual interests in film. We have around 50 students who've nominated to participate in this event, which is the first of its kind for our school and region. The eventual aim is to host a REAL 48HFP in the global competition. • These funds are to support feeding the students dinner and breakfast, as well as prizes. No further funds should be required. • \$500.00 funding amount requested <p>Motion: The P&C support the 48 Hour Film Project to support The Arts at Northern Beaches High School support the canteen staff to help with cooking morning tea, lunch and breakfast including wages.</p> <p>Moved: Sian Burrows</p> <p>Seconded: Anne-Maree</p> <p>Carried</p> <hr/> <p>Motion: The P&C donate \$675 to support the 48-hour film project: Dinner Pizzas \$250 Prizes gift cards People Choice Award \$125 Gift Cards grand Prizes \$300</p> <p>Moved: Sian Burrows</p> <p>Seconded: Kellie Elzer</p> <p>Carried</p>
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<p>General Business</p> <p>Request a donation of funding</p>	<p>Speaker: Marcia Prior</p> <p>Notes:</p> <ul style="list-style-type: none"> • Purchase of equipment or resources - Musical instruments • To facilitate the schools continued development and further improvement of music resources • To achieve the best possible outcomes for students academically in 7-10 Music and Year 11 and 12 General Music • Providing instruments to suit ability level of students - e.g. left-handed instruments and acoustic/electric guitar for more advanced students <ul style="list-style-type: none"> - Students don't have to bring their own instruments in because the school does not have the appropriate equipment (e.g. Year 10,11 and 12 students are bringing their own drumkit and guitars into school because we do not have the appropriate instruments -All year levels for Music from Year 7 to 12 need to have access to keyboards/ guitars for the assessments of performance and composition • The request is being done in 3 phases. The most expensive phase is the last to replace existing keyboards that have been in place since 2013 • \$19000.00 funding total amount requested <ul style="list-style-type: none"> • Requesting Left-Handed Guitars x 2 @ \$499 each = \$998 total • 5 electric guitars \$1795 <p>Motion: That the P&C provide \$2793 to purchase new music equipment for 2 left-handed guitars and 5 electric guitars</p> <p>Moved: Skye Barron</p> <p>Seconded: Anne-Maree Nolan</p> <p>Carried</p>
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- Looking to purchase 5 new Amps @ \$185 each = \$925
- Looking to purchase 2 Yamaha Acoustic Electric Guitars @ \$599 each = \$1198

Motion: That the P&C donate \$2123 for 5 new Amps and 2 acoustic electric guitars

Moved: Kellie Elzer

Seconded: Skye Barron

Carried

- Looking to purchase 2 full size portable keyboards with benches, pedals and carry cases

Motion: That the P&C donate \$4764 for 2 new portable keyboards and associated items

Moved: Troy Twomey

Seconded: Skye Barron

Carried

<p>General Business</p> <p>Request a donation of funding.</p>	<p>Speaker: Alisha McConnell</p> <p>Notes:</p> <ul style="list-style-type: none"> • Attendance Improvement Fishing Competition • 400 Students involved • Students in the Middle School (year 9 & 10) will be encouraged to improve their school attendance to above 85% (currently our school target is 83% as per the AIP). • If the competition is successful, we could look to run it again next year. • Prizes have been sourced and donated already from Tackleworld Mackay, and we would be looking to purchase 2 fishing rod combos for the major prize at a reduced rate • \$200 funding amount requested <p>Motion: That the P&C donate \$200 towards prizes for a middle school fishing competition to improve attendance in the middle school</p> <p>Moved: Nik Richards</p> <p>Seconded: Kellie Elzer</p> <p>Carried</p>
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<p>General Business</p> <p>Request a donation of funding.</p>	<p>Speaker: Kelly Lambert</p> <p>Notes:</p> <ul style="list-style-type: none">• Whitsunday Voices Literacy Festival• Whitsunday Voices Literature Festival is a unique way to inspire our students and ultimately improve literacy.• This is an annual event, the P&C assisted last year.• \$300 funding amount requested <p>Motion: P&C to donate \$300 towards the Whitsundays Voices Literacy Festival excursion</p> <p>Moved: Skye Barron</p> <p>Seconded: Kellie Elzer</p> <p>Carried</p>
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<p>General Business</p> <p>Request a donation of funding.</p>	<p>Speaker: Kelly Lambert</p> <p>Notes:</p> <ul style="list-style-type: none"> • Premier's Reading Challenge • A \$10 gift voucher will encourage students to enter the Premier's Reading Challenge thus improving Literacy • The P&C donated vouchers last year for this event. • \$50 funding amount requested <p>Motion: The P&C donate \$50 towards providing gift canteen vouchers for the Premier's Reading Challenge</p> <p>Moved: Kelly Lambert</p> <p>Seconded: Anne-Maree Nolan</p> <p>Carried / Lost</p>
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<p>General Business</p>	<p>Speaker: Kelly Lambert</p> <p>Notes:</p> <ul style="list-style-type: none"> • Z Club raising money to purchase cloth to make “hearts” for premature babies Mums <p>Motion: That the P&C provide the Square for use at the Athletics Day by the Z Club for the purpose of fundraising</p> <p>Moved: Kelly Lambert</p> <p>Seconded: Sian Burrows</p> <p>Carried</p>
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General Business	<p>Speaker: Troy Twomey</p> <p>Notes:</p> <ul style="list-style-type: none"> • Fundraising at the athletics carnival for student council • Canteen purchase food and supply canteen staff to cook the food <p>Motion: That the P&C supply food and the canteen staff for the athletics carnival student council fundraising. Profits to go to the student council.</p> <p>Moved: Troy Twomey</p> <p>Seconded: Anne-Maree Nolan</p> <p>Carried</p>
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Applications for New Membership	<p>Motion: New members applications at the P&C meeting to be accepted:</p> <p>Marcia Prior Anne-Maree Nolan Alisha McConnell</p> <p>Moved: Troy Twomey Seconded: SianBurrows</p> <p>Carried</p>
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Date of Next Meeting	12 th June 2025
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Close	Time: 5:46pm
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Actions	1. Minutes from the March 2025 P&C meeting be revised to reflect the changes to the wording of the motion donating funds to the MNBSHS for use towards the Year 8 camp.
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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 March 2025 - 31 March 2025
Statement of Receipts and Payments

	MARCH
INCOME	
Cash Sales	\$ 15,786.80
EFTPOS	\$ 40,188.30
PEDAL PRIX	\$ -
SQUARE	\$ 5,606.97
TOTAL RECEIPTS	\$ 61,582.07
Less EXPENDITURE	
Bank Fees	\$ 742.16
Canteen Wages	\$ 13,648.47
Superannuation	\$ 2,413.78
Long Service Leave (Transfer)	\$ 5,000.00
	\$ 21,804.41
Canteen Expenses	
Campbells	\$ 20,250.68
Coles(WEX Australia)	\$ 672.47
Coles Online	\$ 2,674.31
CMS	\$ 163.33
King of Meats	\$ 419.42
Lactalis Australia	\$ 7,251.66
Bidfoods	\$ -
Superior Food Group	\$ 5,630.66
Vegies Unlimited	\$ 1,645.41
DGL Accounting	\$ 715.00
CRUSTY'S BAKEHOUSE	\$ 850.20
P & C Qld	\$ 2,892.29
	\$ 43,165.43
TOTAL EXPENDITURE	\$ 64,969.84
CANTEEN MONTHLY PROFIT/LOSS	-\$ 3,387.77

DONATIONS	
MNBSHS Donations	\$ 25,111.73
TOTAL INCOME	\$ 61,582.07
TOTAL PAYMENTS	\$ 90,081.57
MONTHLY Surplus/(Deficit)	-\$ 28,499.50

BANK RECONCILIATION

Opening Cash Book Balance at 01 March 2025	\$ 207,499.79
Add Receipts	\$ 61,582.07
Less Payments	\$ 90,081.57
Closing Cash Book Balance 31 March 2025	\$ 179,000.29
Bank Statement Balance at 31 March 2025	\$ 179,000.29
Add Outstanding Deposits	\$ -
Less Outstanding Cheques	\$ -
Balance at 31 March 2025	\$ 179,000.29
Difference	\$ -
Long Service Account at 31 March 2025	\$ 15,078.56

I move that this report be accepted.

Seconded:

**MACKAY NORTHERN BEACHES STATE HIGH SCHOOL
PARENTS & CITIZENS ASSOCIATION**

Treasurer's Report

For the Period of 01 April 2025 - 30 April 2025

Statement of Receipts and Payments

		APRIL	DONATIONS	
INCOME			MNBSHS Donations	\$ -
Cash Sales	\$	5,503.30	TOTAL INCOME	\$ 21,636.71
EFTPOS	\$	15,241.00	TOTAL PAYMENTS	\$ 19,139.12
PEDAL PRIX	\$	-	MONTHLY Surplus/(Deficit)	\$ 2,497.59
SQUARE	\$	892.41		
TOTAL RECEIPTS		\$ 21,636.71	BANK RECONCILIATION	
Less EXPENDITURE			Opening Cash Book Balance at 01 April 2025	\$ 179,000.29
Bank Fees	\$	321.30	Add Receipts	\$ 21,636.71
Canteen Wages	\$	5,680.85	Less Payments	\$ 19,139.12
Superannuation	\$	2,117.36	Closing Cash Book Balance 30 April 2025	\$ 181,497.88
		\$ 8,119.51	Bank Statement Balance at 30 April 2025	\$ 181,497.88
Canteen Expenses			Add Outstanding Deposits	\$ -
Campbells	\$	7,393.00	Less Outstanding Cheques	\$ -
Coles(WEX Australia)	\$	135.74	Balance at 30 April 2025	\$ 181,497.88
Coles Online	\$	696.91	Difference	\$ -
CMS	\$	-	Long Service Account at 30 April 2025	\$ 15,078.56
King of Meats	\$	118.68		
Lactalis Australia	\$	2,100.73		
Bidfoods	\$	-		
Superior Food Group	\$	-		
Vegies Unlimited	\$	135.90		
DGL Accounting	\$	88.00		
CRUSTY'S BAKEHOUSE	\$	350.65		
P & C Qld	\$	-		
	\$	11,019.61		
TOTAL EXPENDITURE		\$ 19,139.12		
CANTEEN MONTHLY PROFIT/LOSS		\$ 2,497.59		

I move that this report be accepted.

Seconded:

Appendix B - Canteen Report

Canteen Report May 25

Takings for April \$20 744.30 (only open for 9 days trading)

April 2024 takings \$30 545 (open 15 days of trading)

Our year to date as of last Friday is \$160 473

With a daily average of \$2720.

- Lots of hungry students.
- Seniors now on flex time on Thursdays changes our rosters and income on those days.
- Few issues with deliveries
- Some have no stock. So we continue to gather and hunt for food.
- Some are coming during lunch service when we have asked them not to.
- Starting to change some menu items. We have introduced Butter Chicken again which students are loving.
- We will bring in more as the weather cools.
- Some of our wholesale prices are increasing. And we will alter prices as that happens.
- Have been investigating new POS. Its all very complicated. Most of the newer systems need wifi and we are unable to join any p&c devices to school wifi.
- We would need to purchase our own internet service as well as devices.
- Also finding it hard to find systems that can cope with multiple transactions at the same time. Will continue on our search. I think the best option may just be to purchase similar tills.
- Did Tour de Cure breakfast which was great. Only served about 110 students as they were quite sleepy.
- We still have some hash browns left over which we have sold before school only. They will be oven baked and are warm and delicious.
- We also catered to the Anzac parade morning tea.
- Also during the Easter break our grease trap was emptied for the first time in ages. YAY. Thanks Troy for chasing QBuild.

PRINCIPAL'S REPORT
PARENTS' & CITIZENS' ASSOCIATION

Thursday 15th May 2025

GENERAL

- **Anzac Day participation** – strong participation in the city and Bucasia events again this year
 - **Tour de Cure** – 10th year ; over 200 participants and approx. \$6000 raised; over \$60000 raised across the 10 years for cancer research.
 - **Parent teacher Interviews last week** – over 350 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
- Yr9/10** – Thursday P4 Wk3; **Yr11/12** – Wednesday P2 Wk4; **Yr7/8** – Thursday P4 Wk4
- **Year 8 Carnarvon (Geography) Trip** – this week – follow their adventures on socials!
 - **Year 7 Canberra trip** – planning continues - Week 10
 - **Hydrogen Grand Prix (H2GP) program - hydrogen cars** – invited to attend
 - Transition yr 6 into 7 is continuing – different faculties/subject areas visiting Eimeo Rd and Bucasia
 - **Year 10 Work Experience** – Week 10 – about 85% of students organised.
 - **Year 10 Vaccinations** – Concerningly low return of forms – injections next Monday
 - **Track & Field Interhouse carnivals** Week 7 – proposed Student Council to run fundraiser BBQ
 - **Z Club fundraiser** - face painting at Aths Carnival – raising funds to buy material to create *Cloth 'Cuddle Hearts'* to support premature babies in hospitals
 - **Senior students mentoring year 7 students** – Thursday afternoon, per 4
-
- **Year 12 Mock Interviews – Week 5**
-
- **Year 12 (Formal) Bunnings Sausage Sizzle** – 24th May – please support!
 - **Year 12 100 Days Celebration** – June 3rd – in the PAC, with the year 12's
-
- **Transition Night - for Year 6 into 7 and Year 11 into 12** – Tuesday of Week 8. Watch social media, text messages and parent newsletters for details as they roll out.

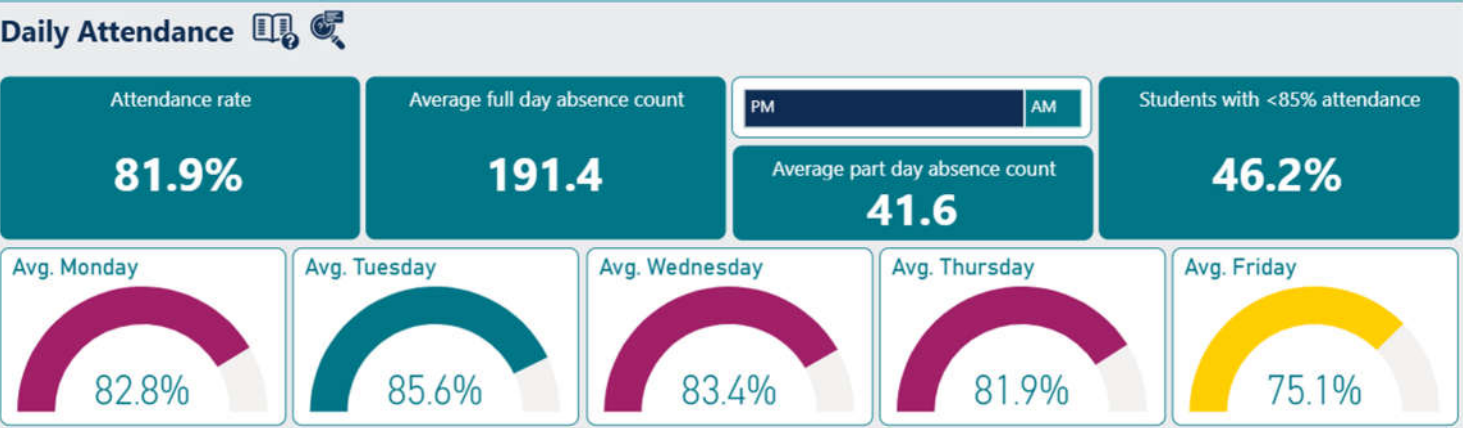
- **Stinger Sesh** – led by Nate Ralph – student led video “weekly newsletter” – what’s happening and the weekly PBL focus
- **Rock Pop Mime** team again this year – 27th July – the event!
- **Facilities** - Multipurpose court partial enclosure will occur over the next couple of months
- **Uniform expectations, especially with cooler months “in play” currently** – focused work around consistent application of expectations



CALENDAR

WK 5 19 – 23 May	19 Yr 7&8 parade @ hall Yr 10 parade @ R block Yr 11 & 12 parade @ PAC CIA Phase 2 starts Stingers Strength 3-4 p.m. Vaccinations Yr 10	20 SAMs Student Council 1 st break IA1 Confirmation decisions released Year 12 Mock Interviews Yr 8 guest speaker P1	21 Parade & PBL - MERCST Exec - RICHNO P2 Yr 11 Elevate Year 12 Mock Interviews	22 Yr 9 parade P4 @ hall P4 Yr 10 nurse health talk Homework club HPE Transition visit to BSS Year 12 Mock Interviews	23 WH&S 7.30 a.m. House Parade Good vibes staff lu VET Cluster Meeti MNBSHS Cheerleading Prac	Yr 12 Burnings sausage sizzle 24/05/24
	History week / Yr 12 Electro-Technology MEC work placement 19-23 May					
WK 6 26 – 30 May	26 Yr 7&8 parade @ hall Yr 10 parade @ R block Yr 11 & 12 parade @ PAC Reporting open for checking of rolls at 9 a.m. MADEC info session 1 st lunch Stingers Strength 3-4 p.m.	27 Staff Student Council 1 st break	28 House Parade - PUGHST Yr 10 Women Who Weld @ Education Perfect Rep visit I&O staffrooms, HODs P1, all staff rest of day drop in.	29 PBL 7.30-8.15 a.m. Yr 9 parade P4 @ hall P4 Yr7 nurse health talk Cert III Fitness @ CQQ Homework club	30 House Parade Awareness of domestic violence march Yr 11&12 boys	
	Yr 11 & Yr 12 MEC Engineering work placement 26-30 May					
WK 7 02 – 06 June	02 Yr 7&8 parade @ hall Yr 10 parade @ R block Yr 11 & 12 parade @ PAC Class roll changes to reporting survey by 11 a.m. Reports open for data entry at 3 p.m. Stingers Strength 3-4 p.m.	03 Staff Wellbeing Yr 12 100 days Student Council 1 st break	04 Parade & PBL – GIDDJO Exec - AC Transition assist with ERSS athletics carnival	05 Yr 9 parade P4 @ hall Homework club Transition assist with ERSS athletics carnival Athletics pre-carnival events Yr 7 guest speaker P4	06 Athletics Ca Toolkit 4 Girls	Pedal Prix Mackay 7/8 June
WK 8 09 – 13 June	09 Yr 7&8 parade @ hall Yr 10 parade @ R block Yr 11 & 12 parade @ PAC	10 SAMs Student Council 1 st break SM - Provisional marks for IA2 Opt-in Confirmation due Readers Cup Yr 7/8	11 Parade & PBL-BOWEMA Exec - AC Harajuku Day	12 Yr 9 parade P4 @ hall Arts Transition visit to BSS P4 Yr8 nurse health talk Cert III Fitness @ CQU Homework club P&C 4-5.15 p.m.	13 House Parade Arts Transition visit to ERSS	

Attendance



Financial Reports

Budget Overview Report
Mackay Northern Beaches State High School - (7873)
Report Date: 10-May-2025 5:25 AM
Budget Quarter 2
Period: 202505 | 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	-1,115,680	-1,229,086	-113,406	Under Budget	-1,989,938	-874,258	Under Budget	-1,912,488
Expense	1,192,224	1,740,049	547,825	Under Budget	2,874,872	1,682,648	Under Budget	2,867,371
Global Trading Activities	-162,752	0	162,752	In Surplus	0	162,752	In Surplus	0
Representative Sports	-550	0	550	In Surplus	0	550	In Surplus	0
Administered Clusters	0	0	0		0	0		0
Non-Curricula Activities	-4,063	0	4,063	In Surplus	0	4,063	In Surplus	0
Balance of Operating Funds	-1,468,053	-866,269	601,784		-492,298	-975,755		-422,349
Provision	0	0	0		492,298	492,298		422,349
Balance of Funds Available	-1,468,053	-866,269	601,784		0	1,468,053		0
Memofigure: System Cost Centres (Not included in above totals)	-156	0	156		0	156		0

Balance Sheet Summary Report

Mackay Northern Beaches State High School - (7873)

Period 202505 as at

10-May-2025 5:25 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	1,362,470.98
	104001	Receivables - Students	144,114.33
	104002	Receivables - Other	21,835.36
	109001	GST Input Credit Control	6,047.11
	109003	GST Clearing	9,919.42
	115008	BPAY and BPOINT Unallocated (DO NOT USE)	-50.00
	115015	Credit Card Balance Sheet Account Staff	-7.71
	115016	Citibank Balance Sheet Clearing account	5,207.69
	162001	Plant & Equipment	2,313,756.57
	172001	Plant & Equipment - Accum Depr	-2,313,756.57
			<u>1,549,717.18</u>
LIABILITIES			
	200003	CBA/MCC Control Account (MCC)	7.71
	200005	Citibank Control Account	-11,572.53
	205501	GST - Revenue Control	-243.82
			<u>-11,808.64</u>
		Net Assets/(Liabilities)	<u>1,537,908.54</u>
EQUITY			
	340001	Accumulated Surplus/Deficit	-1,376,093.28
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-161,815.26
			<u>-1,537,908.54</u>

Appendix D – Ancilliary (if Required)

Appendix E – Ancilliary (if Required)

Appendix F - Ancilliary (if Required)

Appendix G - Ancilliary (if Required)