



MNBSHS P&C GENERAL MEETING

18 August 2022 Minutes

Date: 18 August 2022		Time: 4:15pm-5:30pm	Location: GL3 and online
AGENDA ITEM			
Opening and welcome	Meeting opened at 4:11pm .		
Apologies	Uvette Johns		
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 9 June 2022. Moved: Amy Hobson Seconded: Joely Whiting Carried		
Business arising from the minutes of the previous general meeting	<ol style="list-style-type: none"> 1. Trent to look into signing up Frances as casual employee - completed 2. Troy to attend the canteen and investigate what is involved to remove the pasta cooker - completed 3. Skye to find out more for replacement of dishwasher - ongoing 4. Skye to speak with Gale regarding use of hospitality washer and dryer - ongoing 		
Correspondence	<ul style="list-style-type: none"> • Emails actioned and filed • Parent Talk magazine 		
MOTION	That the inwards correspondence be received and outwards be endorsed. Moved: Skye Barron Seconded: Ray Mohandas Carried		
Treasurer's report	<ul style="list-style-type: none"> • Report provided to members (See Appendix A). • 		
MOTION	That the treasurer's report be accepted and payments as listed be endorsed. Moved: Ray Mohandas Seconded: Sian Burrows Carried		
Canteen report	<ul style="list-style-type: none"> • Report provided to members (see Appendix B). • YTD takings \$257,809.70 • Changes to banking deposit processes are causing banking to take much longer if amount is less than \$500 		
MOTION	That the canteen report be accepted as tabled. Moved: Trent Sehl Seconded: Troy Twomey Carried		
Principal's report	<ul style="list-style-type: none"> • Report provided to members (see Appendix C). • 		
MOTION	That the Principal's report be accepted as tabled. Moved: Susann Morrow Seconded: Trent Sehl Carried		
Motions on notice	Nil		
General Business	<p><u>Susann Morrow</u> <u>Do it in a dress</u></p> <ul style="list-style-type: none"> • Last done in 2020 • 'One Girl' not for profit to raise money • Register a team, and if you raise \$40 or more, you get sent a dress to wear on the day and raise awareness and raise money 		

- This year student council looking to run lunch time activities for the day, and looking to give prizes for these activities.
- Seeking 10 x \$10 canteen vouchers = \$100

MOTION that P&C provide gift vouchers to the value of \$100.

Moved: Skye Barron **Seconded:** Ray Mohandas **Carried**

Year 11 Camp

- Have 100 spots – most years push to get 100
- This year, there's a waitlist
- We run all the activities – so lots of purchasing
- Budget depends on what activities can be done – e.g. video from Kai
- Each year P&C has given money
- \$1500 to do video, help with cost of bandanas

MOTION that P&C cover the cost of the camp video to the value of \$1500.

Moved: Joely Whiting **Seconded:** Trent Sehl **Carried**

Year 12 Formal

- \$1450 for the photo booth
- \$1000 year book

MOTION that P&C cover the costs for Year 12 formal to the value of \$2450.

Moved: Trent Sehl **Seconded:** Joely Whiting **Carried**

Year 12 Graduation

- P&C has supported the gift for families
- Has been flowers in the past
- Was chocolates last year, but wasn't as well received

MOTION that P&C cover the cost of graduation flowers to a maximum of \$800.

Moved: Sian Burrows **Seconded:** Ray Mohandas **Carried**

Year 12 exam blocks BBQ

- P&C provide money to support BBQ
- Breakfast before English exams
- Approx 70 students for breakfast burgers
- Skye thinks \$350 would cover this for each event
- Mock exams and the real exams

Monday Wk 9 Term 3 and Monday Week 4 Term 4

MOTION that P&C cover the cost of two exam block breakfasts to the value of \$700.

Moved: Trent Sehl **Seconded:** Skye Barron **Carried**

ACTION – letter to Woolworths seeking donations

	<p><u>Rachel Kowald</u> <u>Colour Run</u></p> <ul style="list-style-type: none"> • Adam sends thanks for supporting Fittest Stinger – very positive event • National HPE day colour run this year on last Friday of Term • Asking P&C to support purchase of the colour powder - \$994.50 • Doing the fundraising ourselves this year, not through a third party • A range of prizes will be on offer as well <p>Willing to help support, with money coming back to P&C.</p> <p>MOTION that P&C cover the cost of the coloured powder to the value of \$994.50. Moved: Ray Mohandas Seconded: Trent Sehl Carried</p> <p>MOTION that P&C cover the cost prizes for senior students to the value of \$300. Moved: Skye Barron Seconded: Susann Morrow Carried</p> <p><u>Troy Twomey</u> <u>Payment of canteen staff at musical</u></p> <ul style="list-style-type: none"> • Thank Skye and Joely for working at the musical and running the drinks and canapes • Should be remunerated for the time worked • Will need to indicate amount of time worked – 2.5 hours each night <p>No Motion</p> <ul style="list-style-type: none"> • There are 1.5 cartons of beer left over • Do we donate to Period 5? <p>MOTION that P&C donate left over beer to social club for Period 5. Moved: Sian Burrows Seconded: Skye Barron Carried</p> <p><u>Other Business</u> <u>Projects update</u></p> <ul style="list-style-type: none"> • Basketball MPC roof on hold – cost now exceeds money received from the department for the project • Basketball hoop has arrived and now needs to be installed. P&C yet to be invoiced by this • Project to expand classroom under S block – 6 extra GLAs • Another classroom in H Block transformed into additional junior kitchen • Refurb of B Block to include STEM
Applications for membership and recording of new members	Nil
Date of the next meeting	15 September
Close	Meeting closed at 5:22pm.

Actions:

1. Letter to Woolworths seeking donations for exam block breakfasts
2.
3.
4.

CONFIRMATION OF MINUTES

Chair name: _____

Signature: _____

Date: _____

Appendix A - Treasurer's Report

Created: 17/08/2022 3:04 PM

Mackay Northern Beaches SHS P&C
 PO Box 448 Rural View
 Mackav OLD 4740
 ABN: 85 167 936 588
 Email: pandc@macknorthbeachesshs.eq.edu

Balance Sheet [Multi-Period]

June 2022 To July 2022

	June	July	Adjustment Only
Assets			
Account 1 - Canteen	\$30,740.78	\$49,091.93	\$0.00
Account 2 - LSL	\$10,078.56	\$10,078.56	\$0.00
Term Deposit	\$78,614.20	\$78,614.20	\$0.00
Cash on Hand	\$472.00	\$472.00	\$0.00
Furniture and Fittings			
Furniture and Fittings	\$3,109.00	\$3,109.00	\$0.00
Accum. PU depreciation 5	-\$2,133.00	-\$2,133.00	\$0.00
Trade Debtors	-\$2,341.63	-\$2,341.63	\$0.00
Total Assets	\$118,539.91	\$136,891.06	\$0.00
Liabilities			
Provision for LSL	\$9,920.46	\$10,052.92	\$0.00
PAYG Withheld Payable	\$2,550.00	\$80.00	\$0.00
Superannuation Liability	\$1,375.04	\$660.26	\$0.00
Total Liabilities	\$13,845.50	\$10,793.18	\$0.00
Net Assets	\$104,694.41	\$126,097.88	\$0.00
Equity			
Retained Earnings	\$189,548.64	\$189,548.64	\$0.00
Current Year Earnings	-\$84,854.23	-\$63,450.76	\$0.00
Total Equity	\$104,694.41	\$126,097.88	\$0.00

Created: 17/08/2022 2:55 PM

Mackay Northern Beaches SHS P&C
 PO Box 448 Rural View
 Mackav OLD 4740
 ABN: 85 167 936 588
 Email: pandc@macknorthbeachesshs.eq.edu

Profit & Loss [Multi-Period]

June 2022 To July 2022

	June	July	Adjustment Only	Total
Income				
Canteen Takings	\$36,047.20	\$35,177.70	\$0.00	\$71,224.90
Total Income	\$36,047.20	\$35,177.70	\$0.00	\$71,224.90
Total Cost Of Sales	\$0.00	\$0.00	\$0.00	\$0.00
Gross Profit	\$36,047.20	\$35,177.70	\$0.00	\$71,224.90
Expenses				
Accountancy fees	\$0.00	\$376.20	\$0.00	\$376.20
Long service leave	\$172.13	\$132.46	\$0.00	\$304.59
Fees and permits	\$662.41	\$928.87	\$0.00	\$1,591.28
Payroll Expenses	\$13,183.49	\$5,386.09	\$0.00	\$18,569.58
Super Expenses	\$1,275.04	\$560.26	\$0.00	\$1,835.30
Supplies				
Canteen Food & Beverages	\$23,896.51	\$6,390.35	\$0.00	\$30,276.86
Total Expenses	\$39,179.58	\$13,774.23	\$0.00	\$52,953.81
Operating Profit	-\$3,132.38	\$21,403.47	\$0.00	\$18,271.09
Total Other Income	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Net Profit/(Loss)	-\$3,132.38	\$21,403.47	\$0.00	\$18,271.09

Appendix B - Canteen Report

Takings for July \$35 177.70

Expenses for July \$18 774.71

Takings for July 2021 = \$32 128.40

Daily average takings = \$2 301.87 (daily average same time last year \$2053.45)

YTD takings \$257 809.70

We are currently \$15 592 higher in sales as the same time last year.

We've started using the new online deposit bags from the bank. They are okay. However they won't allow us to deposit anything under \$500 in them. And while our takings currently are over that for cash there will be a time in term four where we can't use them and will need to line up and deposit money. Which will take longer for banking.

Joely and I served drinks and chips at the musical Friday and Saturday night. Our expenses were \$392.62 and our takings \$1 154.40, so that's a profit of \$761.78 for the night. We could have sold more chips and more white wine and lemonade.

We've increased some more prices. And are still dealing with stock shortages. It's fun.

We are asking staff to not push in the line as it does set a bad example. However that seems to be falling on deaf ears. We have opened up the txt message line for staff to txt and pay at the express window. However no one is using it, maybe one staff member a day.

Appendix C - Principal's Report



'Striving for Excellence'

Mackay Northern Beaches SHS

PRINCIPAL'S REPORT
PARENTS' & CITIZENS' ASSOCIATION
Thursday 18th August 2022

SCHOOL MANAGEMENT

Staffing:

- Steve Merchant (Acting DP), Louise Adamson (Acting MS HOD) and Matt Hunt will lead the Middle School team for the rest of the term from Monday
- Transfers – Ongoing process this year. Finalisation of official announcements still unknown
- Term 4 – Tom Roney and John Westacott (returning Term 4);

Facilities

- Graffiti at the bus stop – a concern remains
- Multipurpose Court Roof – full specs wanted may be inhibited by price

GENERAL

- **High School Musical** – thanks to the P&C for support
- **Year 11 and 12 Mock Exams** – End of this term. Preparation for actual bloc exams from this practice
- **SetPlans Successful** – Over 80% of Year 10's have completed SetPlans and subject selections for 2023
- **Year 9 and 10 subject selections** – commencing shortly
- **Extra Tutoring for students** – acknowledgement of extra work being put in by teachers
- **Transition Year 6 into 7** – Skye Armit's work with Bucasia and Eimeo SSs students continues – visits, Q&A sessions; taking specialist teachers to the schools; Year 6's visiting the school
- **CC half days happening**
- **Year 11 Camp** – directly after the holidays (Week 1); Planning coming together
- **Year 12 Formal** – Saturday October 15th, Mantra Hotel, Marina! Planning continues with an underwater theme!
- **2023 Senior Jersey** - design being organised currently
- **Do it in a Dress** – involvement in this fund raiser again
- **10000 Steps** on again with staff.
- **Colour Run** Wednesday Week 10, Period 4. Students must have a white shirt; cannot participate in school uniform
- **Uniform Shop** price increase – published on my emails recently
- **Book Week** Free Dress Day – Wednesday, Week 7
- **Vaping focus** – illegal in schools; zero-tolerance
- **2023 Year 7 enrolment interviews** – Sept 14th

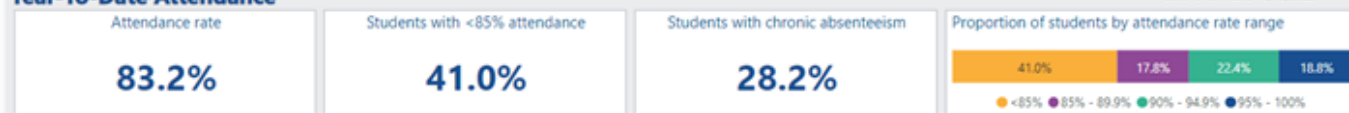
CALENDAR

	Science week				
WK 7 22 – 26 Aug	22 Required student samples published via Confirmation app. Upload of samples until 29/8	23 SAM 2 – Yr 12 car wash Homunculus Theatre (Drama)	24 Parade – Scott CC transition – canteen & parade 10-11.30 a.m. ICAS Science/Spelling Bee Book week free dress & bookswap Homunculus Theatre (Drama)	25 Homework club	26 SHEP 26-28 August
WK 8 29 Aug – 2 Sept	Book Week / Staff 10,000 steps challenge W7 & 8 / 23-26 August AQP camp				
	29	30 Staff - PBL	31 Parade – Kowald ICAS Mathematics P2 Football Gala 9-2 @ Oval	01 Homework club Scholarships Close	02 STUDENT FREE DAY QCAA confirmation meetings 2-4 September
WK 9 05 – 09 Sept	Staff 10,000 steps challenge W 7 & 8				
	05 Endorsement Application 2 submission CC 16day transition-activities Do It In A Dress fundraising	06 HOD-led – Yr 12 car wash	07 House Parade Yr 11 RAAP presentation P4 CC transition 10-11.30 a.m. Bucasia & Eimeo group	08 Homework club	09 non-teaching staff breakfast
WK 10 12 – 16 Sept	Year 12 Mock Exams				
	12	13 Teaching Staff	14 Whole School 2023 Enrolment interviews 3-6.30 p.m. @PAC Yr 12 sausage sizzle 3 p.m. NOS – special awards & star performer due	15 P&C 4.15 p.m. @ GL block QMEA Pit to Port Yr 8	16 Scholarships Finalised Relaxation of completed core. Verified USI Endorsement decisions for Application 2 finalised Colour Run P4

ATTENDANCE

Year-To-Date Attendance

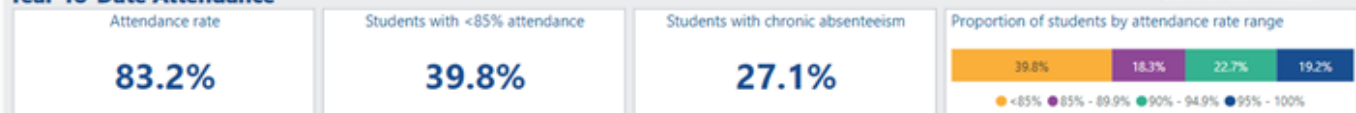
Data refresh date: 15/06/2022



Boys

Year-To-Date Attendance

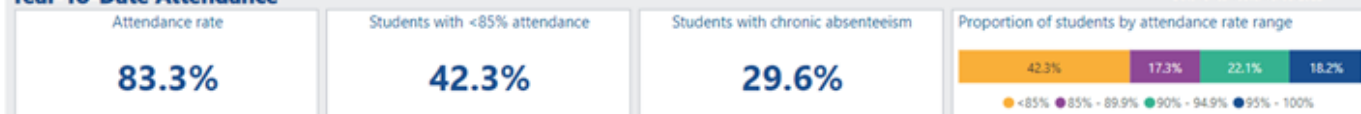
Data refresh date: 15/06/2022



Girls

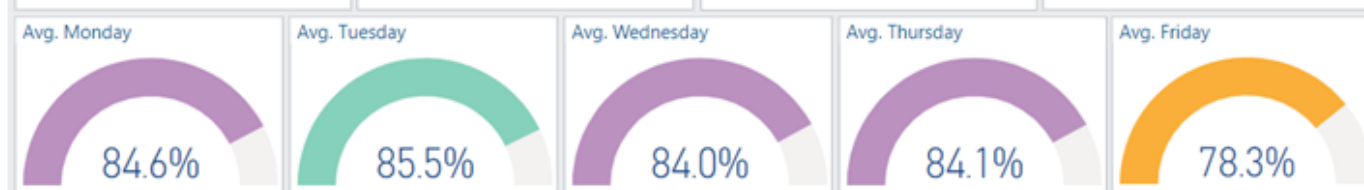
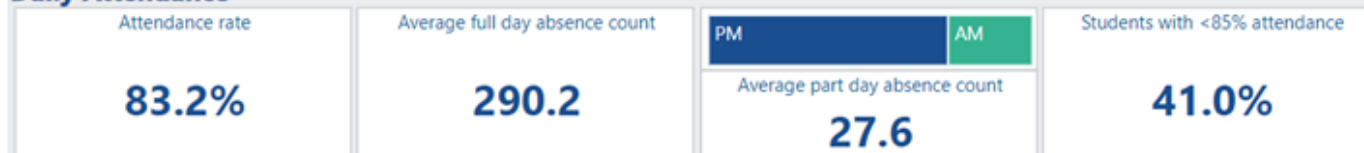
Year-To-Date Attendance

Data refresh date: 15/06/2022



Daily Attendance

Daily Attendance



Budget Overview Report

Mackay Northern Beaches State High School - (7873)

Report Date: 15-Aug-2022 2:12 PM

Budget Quarter 3

Period: 202208 | Cost Centre: % | Cost Centre Manager: %

User: Burrows, Sian (787300082361)

	Year to Date				Annual			Original Budget
	Actual	Budget	Variance	Comment	Budget	Variance	Comment	
Opening Balance	-1,011,227	-1,011,227	0		-1,011,227	0		-1,011,227
Revenue	-1,823,188	-1,801,006	22,182	Over Budget	-1,984,804	-161,616	Under Budget	-1,796,937
Expense	1,412,997	2,195,456	782,459	Under Budget	2,591,572	1,178,575	Under Budget	2,403,705
Global Trading Activities	-142,309	0	142,309	In Surplus	0	142,309	In Surplus	0
Representative Sports	-344	0	344	In Surplus	0	344	In Surplus	0
Administered Clusters	0	0	0		0	0		0
Non-Curricula Activities	-9,680	0	9,680	In Surplus	0	9,680	In Surplus	0
Balance of Operating Funds	-1,573,750	-616,777	956,974		-404,459	1,169,292		-404,459
Provision	0	0	0		404,459	404,459		404,459
Balance of Funds Available	-1,573,750	-616,777	956,973		0	1,573,750		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 202208 as at

15-Aug-2022 2:12 PM

Account Group	Account	Account Description	Amount
ASSETS			
	100001	Cash Float	180.00
	101201	General Bank Account	1,452,548.03
	104001	Receivables - Students	101,385.10
	104002	Receivables - Other	25,242.80
	109001	GST Input Credit Control	3,662.63
	109003	GST Clearing	5,444.20
	115005	Disputed Items - Corporate Card	57.18
	162001	Plant & Equipment	1,972,199.77
	172001	Plant & Equipment - Accum Depr	-1,972,199.77
			<u>1,588,519.94</u>
LIABILITIES			
	200001	Payables	-334.00
	200002	Credit Card Advance Control Account (Staff)	1,532.06
	200003	CBA/MCC Control Account (MCC)	-11,651.33
	200004	Credit Card Posting Variance (Staff)	275.40
	205501	GST - Revenue Control	105.39
			<u>-10,072.48</u>
		Net Assets/(Liabilities)	<u>1,578,447.46</u>
EQUITY			
	340001	Accumulated Surplus/Deficit	-1,011,203.24
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-567,244.22
			<u>-1,578,447.46</u>

School Financial Snapshot

Mackay Northern Beaches State High School (7873)

Period 202208 (Aug 2022)
as at 15-Aug-2022 02:13 PM

What we own		\$1,452,728.03
What others owe us		
Parents	\$101,385.10	
Others	\$34,406.81	\$135,791.91
Sub total of what we own		<u>\$1,588,519.94</u>
LESS		
What we owe others		\$11,879.94
What we are committed to spend		\$4,721.06
What funds we hold for other bodies		\$161,355.77
(E.g. Student Council, Regional Office and Sports Boards)		
Sub total of what we owe		<u>\$177,956.77</u>
We own more than we owe		<u>\$1,410,563.17</u>
Cost price of school assets		\$1,972,199.77
Amounts held by the school in the current year for asset replacement and future projects		\$404,459.00