



## Mackay Northern Beaches SHS P&C Minutes 21<sup>st</sup> March , 2022

**Meeting Opened at 7.31 pm by Sian Burrows**

**Attendees: Virtual.** Sian Burrows, Suz Gakowski, Bronwyn Overall, Leighanne Preston, Skye Barron, Ange Hollows, Sian McCulloch, Ray Mohandas, Joeley Whiting, Uvette Johns, Amy Hobson, Rachel Kowald, Troy Toomey, Tammy Kinnersly, Brian Kinnersly, Trent Sehl

**Apologies:** Annette Barker, Daryl Barker, Hayley Wilson

**New Members for Acceptance: - Nil**

**Business arising from previous meeting.** Questions from previous minutes.

### **Actions from Previous Meeting.....**

<b>Action</b>	<b>Actioned By?</b>
Amend February Minutes to 2022.	
Marquee's Purchase update to be advised on updated quotes. TBA	Pending

**Accept previous minutes – Troy Toomey Seconder – Tammy Kinnersly**

### **Correspondence for Meeting:**

#### **Normal Accounts**

Leighanne :- Incoming general Invoices and Statements & Bills

Bron: NAB Statement and Parent Talk Magazine, P&C Newsletter, Fundraising Newsletters.

**Accept Correspondence: - Tammy Kinnersly Secoded: - Skye Barron**

**Treasurer's Report : Leighanne Preston**

<b>Treasurers Report January 2022</b>		
<b>Meeting: 21/02/2022</b>		
<b>Bank Balance as at 01 January 2022</b>		<b>107,420.22</b>
<b><u>Payments</u></b>		
<b><i>Canteen Food &amp; Beverages</i></b>		
Campbells	868.13	
Coles	25.26	
Coles	102.39	
Lactalis	166.63	
		1162.41
Canteen Wages	2910.90	
Superannuation	1552.73	
		4463.63
<b><i>Canteen Expenses</i></b>		<b><u>5626.04</u></b>
<b>Total Expenses Paid</b>		<b>5626.04</b>
<b><u>Deposits</u></b>		
Catering Takings	0.00	
Container Exchange	32.30	
<b>Total Income</b>		<b>32.30</b>
<b>Bank Balance as at 31 January 2022</b>		<b>\$101,826.48</b>
<b>Fundraising Account</b>		<b>0.00</b>
<b>Long Service Leave</b>		<b>10,078.56</b>
<b>Term Deposit</b>		<b>78,600.63</b>
<b>Total at Bank</b>		<b>\$190,505.67</b>
<b><u>Expenses to pay in February</u></b>		
ATO		2,942.00
Campbells		3,246.90
Coles WEX		521.08

Community Management Solutions		376.20
P&C Qld		2713.12
Superior Foods		509.63
Vista Print		34.98
Woolworths		648.82
		<b>\$10,992.73</b>

Created: 21/02/2022 6:09 PM

Mackay Northern Beaches SHS P&C

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## Profit & Loss Statement

January 2022

Income		
Other revenue		
Other revenue		\$32.30
<b>Total Income</b>		<b>\$32.30</b>
<b>Total Cost Of Sales</b>		<b>\$0.00</b>
<b>Gross Profit</b>		<b>\$32.30</b>
Expenses		
Accountancy fees		\$266.20
Amortisation		
Computer Software	\$110.00	
Leasing charges Payroll		
Expenses	\$3,282.90	
Rental property expenses 2		
Super Expenses	\$328.29	
Supplies		
Canteen Food & Beverages	\$3,756.53	
<b>Total Expenses</b>		<b>\$7,743.92</b>
<b>Operating Profit</b>		<b>-\$7,711.62</b>
<b>Total Other Income</b>		<b>\$0.00</b>
<b>Total Other Expenses</b>		<b>\$0.00</b>
<b>Net Profit/(Loss)</b>		<b>-\$7,711.62</b>

This report includes Year-End Adjustments.

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**Treasurers Report: Accepted: - Skye Barron Secoded: Rachel Downs**

## Errols Canteen Report - Skye Barron

Canteen Report March 2022

Feb Takings = \$34 478.20 (feb 2021 takings \$40 286)

Feb Expenses = \$16 800

Our daily average takings are \$2400

Takings so far for 2022 are \$60 229.30

- We are still having some supply issues and we are having to adapt our menu a little.
- Last week we had our largest takings we have ever done \$14 500. It was exhausting but great.
- We have had meetings with Woolies at work and they have a great system that supply schools and day-cares that I would love to join and use them as a supplier instead of ordering online for Coles. Coles has limits on most items and need four days' notice for the larger quantities. Whereas the woolies accounts have larger quantities we can order and only need 24 hours' notice for delivery.
- I have a contact that is waiting for a video conference to help set up the account.
- We purchased a second-hand salad bar for \$500 from a cleaner who had closed her business. These usually retail for \$1300/ \$1500. We used it for the first-time last Tuesday and it was great. Worked a treat and we are looking at other days we can utilise it for students to choose what they want on wraps/ burrito bowls and things like that.
- We also got some Perspex screens installed to help keep our staff safe from covid. Some staff are also choosing to still wear masks during service time. It does make it a little tricky to hear during loud busy lunch times. We have been working with staff on playground duty to move on unnecessary students.
- We received a notice from one of our suppliers that they will be adding a fuel levy on all deliveries from April 1<sup>st</sup> of \$4.50 per delivery.
- I am going to be reviewing our prices again as the increased cost on many of our products continues to rise, we may need to look at another price rise across the board on most of our products.
- Our new menu items are selling well. Our Thai red curry is very popular on Mondays and we have some Canva facebook posts that have been up and will periodically come up again to promote our yummy food.
- The last two weeks we have had year 7 business classes coming to talk to us about their Business assignment that's been fun. Its interesting hearing students take on what we do in the canteen and hear their feedback. Across all of the classes the consensus is that they love the canteen and the cookies need to be bigger!
- We have an issue of students turning off our aircon at the unit outside as the cage around it was never secured to the wall. Bob and Jeff are going to rectify that.
- We also have a leak in our toilet that I have emailed the boys about.
- We have a staff member off this week as a close contact.

***Accept Canteen Report – Suz Gakowski Seconder – Uvette Johns***

## **PRINCIPAL'S REPORT - SIAN BURROWS**



*'Striving for Excellence'*

# Mackay Northern Beaches SHS

## **PRINCIPAL'S REPORT**

### **PARENTS' & CITIZENS' ASSOCIATION**

**Monday 21<sup>st</sup> March 2022**

## **SCHOOL MANAGEMENT**

### **Staffing:**

Term 2:-

Out:- Telay Goostrey, Jess Strang, Emma Hopwood, Sonali Mukherjee, Stacey Nicholas, Maddi Larkin (leave), John Westacott (leave)

In:- Steve Pugh (Science HPE); Dianna Ruge (Art Technology); Maddison Mulvany (Eng/Hum)

- Have reached out to QUT, JCU, CQU, UQ, Griffith Education Schools and associated Facebook pages and employment platforms; chasing a couple of International options as well
- **General Staffing** – We continue to actively pursue more teachers and TAs to bolster our programs and timetable capabilities. Stocks are thin across the State.

### **Financial**

- School budget presented @ next meeting (to give ample time to it) – summary reports below.

### **School Planning & Accountability**

- 202 AIP
- 2022 Improvement Targets
- 2022 Investing for Success (I4S)

## **GENERAL**

- **Student ID cards** – distributed by year level, as SRS plans and payments negotiated with families
- **School-Base Police Officers** – Tamara Cook & Jaime Brooks (Shared between Schools)- working closely in a supportive and proactive way with students and families. Education is key to the development of good habits in kids!

- **Senior Schooling** – attendance paramount for in class assessment and to hand in final assessment pieces. **Must** notify Sus Morrow (Senior School HOD), Tony Weight (Guidance Officer), or Amy Hobson (SS DP) on day if not before if your student is absent
- **Senior Information Night (last Tuesday)** – information attached to last Principal's email
- **Year 11 Block exams last week** – Wednesday to Friday
- **Assessment and Reporting** – individual consideration re COVID absence; reports emailed home on first Thursday of Term 2
- **NAPLAN 2022** – familiarization activities over the next fortnight with Year 7&9 students
- Year 10 Compulsory Work Experience – Week 10, Term 2 (20/6 – 24/6/2022) - Work Experience Application forms were given out this week in Care Classes, an email was sent home to parents as well.
- **Year 7 Vaccinations** – last Monday
- **Bullying! No Way Day** – last Friday; \$445 raised for Mackay Youth Services.

- **Interschool Sport** in full swing

#### Reminders

- Earpods and earphones – off and out of sight like phones
- Vaping – increased activity

#### Student Initiatives – for awareness.....

- **Formal Committee and Student Council** – coordinating fundraising events; Car wash; State of Origin Day (wear your colour); Harajuku Day – this Friday
- **Bullying No Way! Day** – last Friday. Free dress day if wearing crazy socks to show support (goldcoin donation) – not a genreal free dress day

- **Sporting Teams**

- Rugby League, Netball, AFL, Futsal – strong numbers this year

- **Interest Clubs that have started**

- Anima Club
- Homework Club
- Stingers Conditioning Club
- Z Club

## CALENDAR

## MNBSHS P&C Meeting Minutes 21<sup>st</sup> March, 2022

<b>WK 10</b> 28 March – 1 April	<b>28</b> Yr 11&12 Engineering MEC Study Plans with 2022 start due. NR pro formas to HODs 9a.m.	<b>29 QA 2-hour staff meeting</b> Student Council 1 <sup>st</sup> break Yr 11 Electro MEC PBL Data 9 a.m.-2 p.m.	<b>30 Parade - Tech</b> • Yr 12 AQP P3&4 • Provisional marks due to J. Sharam • Open night #1 5-7 p.m. • NAPLAN practice test	<b>31 VET student enrolment records due in Student Management</b> • NR pro formas to Yr level DPs by 9 a.m. • Yr 11&12 Automotive MEC	<b>01 Swimming Carnival @ Pioneer Swim Centre</b> • Yr 12 - sausage sizzle • HPE - dunk tank • Final date for QCIA curriculum plans • Provisional marks due via Student Management • Long-term AARA applications for 2022 cohort
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	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>WK 1</b> 18 - 22 April	18 <b>EASTER MONDAY</b>	19 Staff Reports to buddies 3 p.m. Upload confirmation – end date 26 April	20 Parade – ANZAC Humanities Reports to HODs 9 a.m.	21 Thinkin' Thurs PD (TTPD) Reports to Yr level DPs	22 Reports emailed home 11 a.m. CQU & MNBSHS present Jammin' 2022 @CQU
<b>WK 2</b> 25 - 29 April	25 Day Swap? <b>ANZAC DAY</b>	26 SAM 1 Student Council 1 <sup>st</sup> break GRIP leadership all day Confirmation upload ends	27 Parade – Sports Co	28 Homework club	29 Tour de Cure QCAA confirmation mtg. 29/30 Record QCIA Statements of Achievements
MEC Electro 11 & 12 Work Placement Wk 2 and/or Wk 3					
<b>WK 3</b> 2 - 6 May	02 <b>LABOURDAY</b>	03 SAM 2	04 Parade – House Leadership Day CQU CM workshop (IM)	05 Homework club Athletics Carnival	06 Athletics Carnival – Student Council BBQ
MEC Electro 11 & 12 Work Placement Wk 2 and/or Wk 3					

23/4 HPV Townombah

# 2022 – Term 1, Year to date

## Whole School



## YEAR 7



**YEAR 8**



**YEAR 9**



**YEAR 10**



**YEAR 11**



**YEAR 12**



## Budget Overview Report

Mackay Northern Beaches State High School - (7873)

Report Date: 19-Mar-2022 11:05 AM

Budget Quarter 1

Period: 202203 | 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	-917,785	-878,101	39,684	Over Budget	-1,796,937	-879,152	Under Budget	-1,796,937
Expense	629,177	841,147	211,970	Under Budget	2,403,705	1,774,528	Under Budget	2,403,705
Global Trading Activities	-112,416	0	112,416	In Surplus	0	112,416	In Surplus	0
Representative Sports	-215	0	215	In Surplus	0	215	In Surplus	0
Administered Clusters	0	0	0		0	0		0
Non-Curricula Activities	-10,674	0	10,674	In Surplus	0	10,674	In Surplus	0
<b>Balance of Operating Funds</b>	<b>-1,423,139</b>	<b>-1,048,181</b>	<b>374,959</b>		<b>-404,459</b>	<b>1,018,681</b>		<b>-404,459</b>
Provision	0	0	0		404,459	404,459		404,459
<b>Balance of Funds Available</b>	<b>-1,423,139</b>	<b>-1,048,181</b>	<b>374,958</b>		<b>0</b>	<b>1,423,139</b>		<b>0</b>
<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 202203 as at

19-Mar-2022 11:05 AM

<i>Account Group</i>	<i>Account</i>	<i>Account Description</i>	<i>Amount</i>
<b>ASSETS</b>			
	100001	Cash Float	180.00
	101201	General Bank Account	1,222,203.51
	104001	Receivables - Students	197,858.07
	104002	Receivables - Other	43,500.83
	109001	GST Input Credit Control	6,558.12
	109003	GST Clearing	11,069.25
	115005	Disputed Items - Corporate Card	99.00
	115008	BPAY and BPOINT Unallocated (DO NOT USE)	-5,813.38
	122101	Salary Advances	-12,853.35
	162001	Plant & Equipment	1,951,829.27
	172001	Plant & Equipment - Accum Depr	-1,951,829.27
			<u>1,462,802.05</u>
<b>LIABILITIES</b>			
	200002	Credit Card Advance Control Account (Staff)	8,138.29
	200003	CBA/MCC Control Account (MCC)	-14,735.53
	205501	GST - Revenue Control	-363.60
			<u>-6,960.84</u>
		Net Assets/(Liabilities)	<u>1,455,841.21</u>
<b>EQUITY</b>			
	340001	Accumulated Surplus/Deficit	-1,011,203.24
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-444,637.97
			<u>-1,455,841.21</u>

## School Financial Snapshot

Mackay Northern Beaches State High School (7873)

Period 202203 (Mar 2022)  
as at 19-Mar-2022 11:05 AM

<b>What we own</b>		<b>\$1,222,383.51</b>
<b>What others owe us</b>		
Parents	\$197,858.07	
Others	\$42,560.47	<b>\$240,418.54</b>
<b>Sub total of what we own</b>		<b><u>\$1,462,802.05</u></b>
LESS		
<b>What we owe others</b>		<b>\$15,099.13</b>
<b>What we are committed to spend</b>		<b>\$32,726.05</b>
<b>What funds we hold for other bodies</b>		<b>\$127,581.83</b>
(E.g. Student Council, Regional Office and Sports Boards)		
<b>Sub total of what we owe</b>		<b><u>\$175,407.01</u></b>
<b>We own more than we owe</b>		<b><u>\$1,287,395.04</u></b>
Cost price of school assets		\$1,951,829.27
Amounts held by the school in the current year for asset replacement and future projects		\$404,459.00

***Accept Principal's Report – Ray Mohandas Seconder – Trent Sehl***

## General Business: 21<sup>st</sup> March, 2022

Presenter:	Topic:	Time:	Action: (who is to do what as a result of this presentation)
Damon Woodbridge/Sian Burrows	HPV Vehicle	10min	As advised general meeting update on HPV Vehicle fundraising. Still seeking sponsorship Komatsu, Dalrymple Bay, Hastings Deering. Looking at Bunnings Sausage Sizzle for fundraising and alternative ways of fundraising including guess the laps at HPV events.
Amy	Hats Survey		Following on from previous meeting in relation to the Black Sports Hat. It was proposed that students playing sport must have a hat. Can it be any hat or a school hat or a black hat whilst waiting for Black Caps from the embroider. Concerns were for policy of school uniformity and Sun Safety. It was proposed by mutual agreement that whilst students were at HPE they must wear a hat and were able to wear any hat. However, during any other school time play a school hat must be worn or no play. Current supplier Wearico were unable to do embossing after recent floods and its impact on factory. <b>A survey was conducted and majority of participants requested any hat.</b> It was proposed to amend the current uniform policy to wear any hat. ie. Any Colour, Cap or Bucket Hat. No Sombreroes or Names on Hats. <b>TROY MOVED A MOTION AS OF TERM 2 . ANY HAT AS PER SPEC'S ALL IN FAVOUR . MOTION CARRIED.</b>
Sian/Troy	Potential P&C Meeting Daytime Change		Potentially looking at a time change for general meetings to capture other parents that are unable to attend for nighttime meetings. If we don't look at a change we don't know. We need to look at attracting parents of year 7's and 8's. Potentially an afternoon meeting is when students are being dropped of for sports practice or other commitments. Would like to try something different and maybe have further connection with students. Proposed meeting time on a Tuesday or alternative weekday at 4.30pm week of May 9 <sup>th</sup> , TBA, prior to next general meeting. <b>TROY MOVED A MOTION FOR THE PROPOSED MEETING CHANGE, DATE TBA. ALL IN FAVOUR. MOTION CARRIED</b>
Rachel	Basketball Hoop E Block		Rachel proposed for the P&C to purchase a 2 <sup>nd</sup> Basketball Hoop in the vicinity of the E Block Toilet Space. Students require more outdoor area equipment, and the current Basketball Hoop is used heavily. Current quotes are around \$5856.84 plus installation. It was proposed that final quote plus installation be presented back to the committee for confirmation, but P&C were happy to support. <b>TROY MOVED A MOTION TO SUPPORT THE PURCHASE OF THE BASKETBALL HOOP. ALL IN FAVOUR . MOTION CARRIED</b>

**Meeting Closed at 8.01 pm**

Applications for new members to be approved from last meeting

Date of next general meetings & TBA proposed week of May 9<sup>th</sup> with potential day change.

TOTAL DONATIONS	Action	
<b>TOTAL</b>		<b>\$</b>