MNBSHS P&C GENERAL MEETING

- AGENDA

Date: 26 November 2026 Scheduled Time: 4:15pm **Location:** L1.1	
AGENDA ITEM	
Opening and welcome	Meeting opened at XXXX
Apologies	
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 15 October 2026. **Moved:** **Seconded:** **Carried / Lost**
	1. Nil

Business arising from the minutes of the previous general meeting	
Correspondence	1. Emails actioned and filed
MOTION	That the inwards correspondence be received and outwards be endorsed. **Moved:** **Seconded:** **Carried / Lost**
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:** **Seconded:** **Carried / Lost**
Canteen report	Report provided to members (See **Appendix B**).
MOTION	That the canteen report be accepted as tabled. **Moved:**

	Seconded: **Carried / Lost**
Principal's report	Report provided to members (see **Appendix C**).
MOTION	That the Principal's report be accepted as tabled. Presented by Trent Schilf **Moved:** **Seconded:** **Carried**
Motions on notice	Nil

General Business	Speaker: Heath Hart Notes: • We've recently had AFL Goal posts installed on the oval and now I'm requesting funding for our AFL program starting next year. • We're looking at ordering 2 sets of Team jerseys for Boys 7-9 and 10-12. And 1 team jersey set for a girls years 7-12 squad. • Currently getting designs and quotes from 3 different companies and will be ready to present at P&C **Motion:** **Moved:** **Seconded:** **Carried / Lost**

General Business Request a donation of funding	Speaker: Aman Pillay Notes: • ANZAC Commemoration Polo's • This project brings the P&C and the Humanities faculty together to support the 2027 Year 9 and 10 History Camp to Melbourne and Ballarat. Funding 54 commemorative polos will help keep camp costs down for families and allow students to represent Mackay Northern Beaches State High School as a group at the ANZAC Day Dawn Service at the Shrine of Remembrance. Attending the service connects students' classroom learning about Australia's wartime history with how communities remember those who served • Matching polos will give students a sense of belonging across both year levels and help them take pride in representing their school at a public commemoration. P&C funding would cover the cost of the polos so families would avoid an additional camp expense. The polos would also help supervising staff identify students in crowded public areas. • This is a one-off purchase for the 2027 History Camp. Students can keep and re-wear their polos after the camp. Any request for polos for a future camp would be considered separately. • **Total funding request = $2195.00** **Motion:** **Moved:** **Seconded:** **Carried / Lost**

Applications for New Membership	New member applications received at meeting: • **Motion: That the new member applications be approved and accepted** **Moved:** **Seconded:** **Carried / Lost**

Date of Next Meeting	11 February 2027

Close	Time: XXXX

Actions	1. Nil

Appendix A - Treasurer's Report

MACKAY NORTHERN BEACHES SHS
PARENTS & CITIZENS ASSOCIATION
Treasurer's Report
For the Period of 01 October 2026 - 31st October 202
Statement of Receipts and Payments

		OCTOBER
INCOME		
Cash Sales	$	8,220.00
EFTPOS	$	45,449.35
MAX STOCK REFUND	$	-
SQUARE (DONUTS & PIES)	$	-
TOTAL RECEIPTS	**$**	**53,669.35**
Less EXPENDITURE		
Bank Fees	$	699.64
Canteen Wages	$	7,395.39
Superannuation	$	1,362.74
Workcover	$	-
	$	**9,457.77**
Canteen Expenses		
Campbells	$	8,110.80
Coles Online	$	701.92
CMS	$	350.70
King of Meats	$	291.22
Lactalis Australia	$	2,156.49
Superior Food Group	$	2,288.73
Vegies Unlimited	$	663.88
P & C Debit Card	$	213.76
Northern Beaches Bakehouse	$	265.20
BidFoods	$	-
PFD Food Services	$	2,901.00
	$	17,943.70
TOTAL EXPENDITURE	**$**	**27,401.47**
CANTEEN MONTHLY PROFIT/LOSS	**$**	**26,267.88**
DONATIONS		
MNBSHS Donations	$	-
TOTAL INCOME	**$**	**53,669.35**
TOTAL PAYMENTS	**$**	**27,401.47**
MONTHLY Surplus/(Deficit)	**$**	**26,267.88**

BANK RECONCILIATION

Opening Cash Book Balance at 01 October 2026	$	206,092.76
Add Receipts	$	53,669.35
Less Payments	$	27,401.47
Closing Cash Book Balance 31st October 2026	**$**	**232,360.64**
Bank Statement Balance at 31st October 2026	$	232,360.64
Add Outstanding Deposits	$	-
Less Outstanding Cheques	$	-
Balance at 31st October 2026	**$**	**232,360.64**
Difference	**$**	**-**
Long Service Account at 31st October 2026	**$**	**15,078.56**

Appendix B - Canteen Report

Canteen Report November 2026

Takings for October $54 454.05

YTD $476 877.75 that's $24 000 more than the same time last year.

Daily average at the start of the year was $3102 it is now $2890.

(2025 daily average was $2737 and ended at $2757)

Week 7 our year 12's thought they would never eat again! We had a cob loaf day, Wednesday week 7 and sold 120 in 15 mins. We took a record day for the year at $3715!

We also handed out our recipe booklets to the leaving year 12's. They were very excited to get them. Although they were disappointed not to have a recipe for cheezy garlic bread!

Our prediction of $550k was a little of an overshot this year! We will likely get to $510k which is the first year to make over $500k!

As we wind down for the year we are reviewing all prices and anticipate a few rises for 2027.

We have $112 in fly buy dollars available and we need a few tea towels, oven gloves and plastic containers. So will use that to purchase those.

Thanks again to the exec for their support again this year. We look forward to working with you again in 2027.

Appendix C - Principal Report

PRINCIPAL'S REPORT

PARENTS' & CITIZENS' ASSOCIATION

Thursday November 26th 2026

SCHOOL MANAGEMENT

Staffing:
Classified Positions –Acting Science HOD 0.4 – **Eliza Smith** (Sem 1,'27) (with Nic Vanderlinde 0.6) – **Joe Giddings** – HPE HOD (Permanent) **Jenny Clarke** (picks up Jnr Humanities); **Marcia Prior** (picks up Snr Humanities) **Mark LeBherz** - Acting Maths HOD (Term 1,'27); Acting Year 12 HOY (2027) – **Bekkie Houston**; Acting Year 11 HOY (Sem 1,'27) – **Josh Gibson**; ELearning Coordinator – **Loren Pearson**; New & Beginning Teacher Coordinator- **Aman Pillay**

Additional teachers - Tyron Soutar (Term 1 contract – CC); Heather McCullough (transfer – Eng Hum)

School-funded Coordinators - **Sports Coordinator** - Brad Smith (Admin – Vicky Spyve); **House Culture** – Matt Bowerman (Admin – Trish Wakeman); **Case Managers** – Anna Miller (Year 7); Cat Clarke (Year 8); Kurt Bryant (9 and 10); Kate McGowan (Year 11 & 12)

School Planning & Accountability

- ✓ Year 12's now complete and finished
- ✓ Report Cards Sem 2 – 10 & 11 - emailed Friday, Week 9; 7-9- Emailed Friday, Week 10
- ✓ '27 School Plan and Budget in development
- ✓ '27 timetable continues to be refined

Departmental and Govt Influence – Any extra funding for SWD (even if needs increase in 2027) has been communicated as "halted" – "*All state schools, including special schools, should plan using your school's 2026 staffing allocation as an indication of your future allocation"*

GENERAL

- **2026 Night of Stars –** Last Tuesday – over 300 awards given. Thanks to the P&C for their contributions and Andrew for attending
- **2026 Year 12 Graduation and Leaver's Parade –** Last Thursday night/Friday morning – again, sad to see the students leave us

- **6 into 7 Transition Day** – Tuesday 1st Dec (Week 9)
- **Year 10-12 Resources** must be returned by Tuesday 1st Dec; Invoices then sent for outstanding books
- **2027 Senior Leaders and 2027 Junior Leaders –** see table below….
- **Year 10 Reef Trip** – today, as we speak!!

- **Year 8 camp** is on again in **2026** – to magnetic island in Week 4 of Term 2.
- **Yr 7-9 Week 10 Activities…..** 7th – 11th December
- **New Staff induction Day** – Tuesday 1st December; Online presentation as we have teachers coming from across the State, Country and world!
- **Continuation at MNBSHS in 2027** - If you know that your student is not returning for 2027, please email the school to let us know where your child is moving to. All library books/resources must be returned to the Resource Centre prior to the student's last day and pro rata fees must be up to date.
- Please use enrolments@macknorthbeachesshs.eq.edu.au to communicate this.
- **Stationery Lists 2027 -** available on the School Website and Facebook. You can purchase items for mandatory subjects now, ready for day one 2027.







Mackay Northern Beaches SHS

STUDENT LEADERSHIP 2027

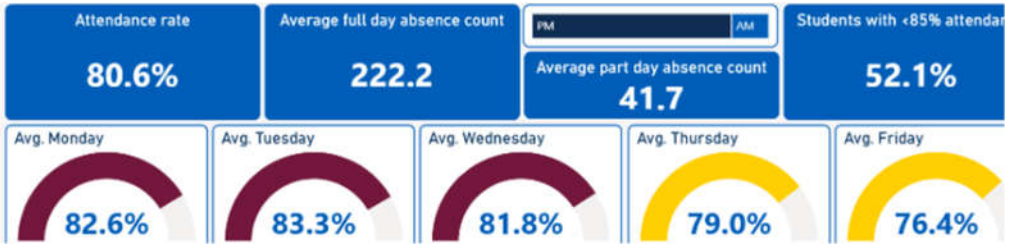
NAME	POSITION	STAFF
Amy Williamson	Academic Captain	
Charlie Manning	Academic Vice-Captain	
Mickenna Walton	Arts Captain	
Alexander Craig	Arts Vice-Captain	
Moefili Howman	Sports Captain	Brad Smith
Lucian Mah	Sports Vice-Captain	
Bailee-J Ramsamy	Cultural Captain	Char Hakaraia
Sophie Boyle	Junior School - Academic	
Jenson Pearson	Junior School - Academic	
Brilei Sime-Meki	Junior School – Arts	
Chloe Staunton	Junior School – Arts	
Faith Marshall	Junior School – Sports	Brad Smith
Liam Wilson	Junior School - Sports	
Isabella Coucom	Crocs House Captain	Matt Hunt
Xavier Trome	Crocs House Captain	
Mia Ogilvie	Dingoes House Captain	Danielle Swann
Levi Pembroke	Dingoes House Captain	
Maali Bradley	Kangaroos House Captain	Rosie Semmler
Sienna Clark	Kangaroos House Captain	
Ava Howard	Sharks House Captain	Damon Woodbridge
Clae Sager	Sharks House Captain	

- **CALENDAR**

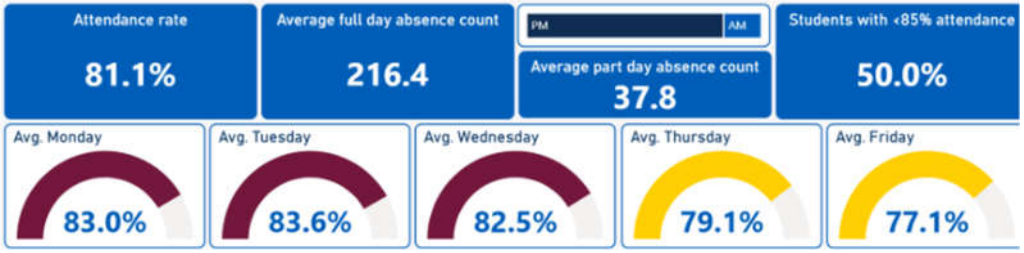
WK 9 **30 Nov – 04 Dec**	**30** Yr 7&8 parade @ hall Yr 7&8 girls Positive Lifestyle Program 12:20 - 12:50 p.m. @ PAC Yr 10/11 Reports to buddies by 3 p.m. Stingers Strength 3-4 p.m. HPT – Middle Leaders	**01 SAMs #1 – Moderation – after assessment** Yr 9 parade @ hall Yr 9 Business Convention @ hall Student Council 1st break **Yr 6-7 Transition Day** Yr 10/11 Reports to HODs 11 a.m.	**02** Parade – Care, RICHNI 2027 Student Leadership Day	**03 Thinkin' Thursday** **SAMs #2 – Moderation – after assessment** Homework club Yr 10/11 Reports to DPs & Reporting Closes	**04** House Parade IM social night Yr 10/11 Reports emailed home by 11 a.m. ICP day
WK 10 **07 - 11 December**	**07** Star performers Parade – Rewards Day Yr 7&8 parade @ hall Yr7-9 Reports to buddies by 3 p.m.	**08 Staff Meeting** **Moderation - end assessment** Yr 9 parade @ hall Lagoon & Movie Day Student Council 1st break Yr 7-9 Reports to HODs by 11 a.m.	**09** Parade – Care, WOODTA	**10** Yr 7-9 Reports to DPs & Reporting closes Staff lunch	**11** House Parade Yr 7-9 Reports emailed home by 11 a.m.

Attendance

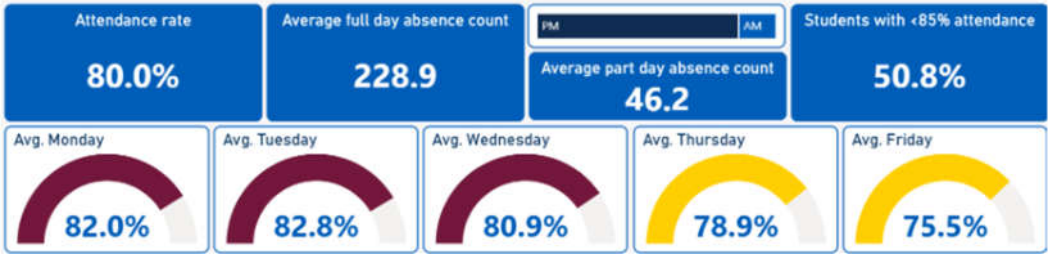
Overall School



Semester 1



Semester 2



Absences by day of week

Attendance status	Mon	Tue	Wed	Thu	Fri	**Total**
Attendance Not Required	590	1657	825	636	525	**4233**
Excursion	911	702	909	599	600	**3721**
Exemption	75	76	79	75	73	**378**
Family Reasons	1262	1311	1387	1522	1680	**7162**
Holiday	390	445	587	906	910	**3238**
Illness and medical appointments	3546	3674	3778	4057	4265	**19320**
Long Suspension	21	24	23	24	27	**119**

Absences by day of week

Attendance status	Mon	Tue	Wed	Thu	Fri	**Total**
Other	1410	1522	1552	1546	1322	**7352**
School Activity	4	4	5	10	6	**29**
Short Suspension	299	333	349	359	353	**1693**
Sorry Business	5	5	5	5	8	**28**
Sport	67	71	57	86	125	**406**
Suspension - pending exclusion	63	67	66	65	61	**322**
Unauthorised	1316	1282	1418	1472	1201	**6689**

Budget Overview Report

Mackay Northern Beaches State High School - (7873)
Report Date: 20-Nov-2026 1:37 PM
Budget Quarter 4
Period: 202611 | Cost Centre: % | Cost Centre Manager: %
User: Burrows, Sian (00082361)

	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	-2,194,189	-2,200,847	-6,658	Under Budget	-2,200,847	-6,658	Under Budget	-2,056,717
Expense	2,353,552	2,648,425	294,873	Under Budget	2,648,425	294,873	Under Budget	2,614,660
Global Trading Activities	-235,463	0	235,463	In Surplus	0	235,463	In Surplus	0
Representative Sports	-200	0	200	In Surplus	0	200	In Surplus	0
Administered Clusters	0	0	0		0	0		0
Non-Curricula Activities	717	0	-717	In Deficit	0	-717	In Deficit	0
Balance of Operating Funds	-1,195,388	-672,228	523,161		-672,228	-523,161		-561,863
Provision	0	672,228	672,228		672,228	672,228		561,863
Balance of Funds Available	-1,195,388	0	1,195,388		0	1,195,388		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 202611 as at
20-Nov-2026 1:37 PM

Account Group	*Account*	*Account Description*	*Amount*
ASSETS			
	100001	Cash Float	180.00
	101201	General Bank Account	1,170,452.80
	104001	Receivables - Students	111,272.67
	104002	Receivables - Other	35,859.62
	109001	GST Input Credit Control	11,963.55
	109003	GST Clearing	13,872.41
	115005	Disputed Items - Corporate Card	481.70
	115008	BPAY and BPOINT Unallocated (DO NOT USE)	-220.00
	115016	Citibank Balance Sheet Clearing account	3,891.02
	162001	Plant & Equipment	2,373,920.92
	172001	Plant & Equipment - Accum Depr	-2,373,920.92
			1,347,753.77
LIABILITIES			
	200005	Citibank Control Account	-29,112.35
	205501	GST - Revenue Control	-1,200.97
			-30,313.32
		Net Assets/(Liabilities)	1,317,440.45
EQUITY			
	340001	Accumulated Surplus/Deficit	-1,119,515.74
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-197,924.71
			-1,317,440.45

School Financial Snapshot

Mackay Northern Beaches State High School (7873)

Period 202611 (Nov 2026)
as at 20-November-2026 01:37 PM

What We Own		
Cash Holdings		
General Bank Account	1,170,452.80	
Other Cash Holdings	180.00	
Subtotal of Cash Holdings		**1,170,632.80**
What Others Owe Us		
Parents	111,272.67	
Others	61,957.28	
Subtotal of What Others Owe Us		**173,229.95**
Total of What We Own		**1,343,862.75**
ADJUSTED FOR		
What We Owe Others		
Payables	-30,313.32	
Funds Held in Trust	0.00	
Total of What We Owe Others		**-30,313.32**
Net Ownership* (We own more than we owe)		**1,313,549.43**
ADJUSTED FOR		
What We Are Committed to Spend		**122,342.26**
Funds We Hold for Others		
Global Trading Activities	-253,926.89	
Representative Sports	-200.07	
Other Activities	-2,558.87	
Total Funds Held for Other Bodies		**-256,685.83**
Amounts Held for Future Projects		
Bank Reserve Provision	100,000.00	
Plant & Equipment Provision	250,000.00	
Future Projects Provision	322,228.00	
Total Provisions		**672,228.00**
Actual Financial Position of the School/Available Funds		**262,293.34**

School Financial Snapshot - Mackay Northern Beaches State High School - (7873)
Period 202611 (Nov 2026) as at 20-November-2026
01:37 PM

Reconciliation to Balance Sheet Summary Report

Net Ownership*		**1,313,549.43**
ADJUSTED FOR		
Items Awaiting Reconciliation		
Salary Recovery	0.00	
Corporate Card	3,891.02	
Total Items Awaiting Reconciliation		**3,891.02**
Net Assets/(Liabilities) as per Balance Sheet Summary Report		**1,317,440.45**

Appendix D – Ancilliary (if Required)

Appendix E – Ancilliary (if Required)

Appendix F - Ancilliary (if Required)

Appendix G - Ancilliary (if Required)