

Mackay Northern Beaches SHS P&C  
Minutes October 14th, 2019



**Attendees:** Bronwyn Overall, Leighanne Preston, Sian Burrows, Donna Frost, Skye Barron, Cheryl Haupt, Michael Worth, Tammy Kinnersly, Trent Schilf, Peter Smith, Nicole Vanderlinde, Amanda Martin

**Reflection on year so far:** Tai Chi and Canteen grants successful. Purchase of BBQ, Colour Run donation, Optiminds, Yr 12 Senior book. 2 meetings left – invite everyone to look at funding, grants and things for the school 2020. **Skye B:** Well done to BO for all her work on these!

**Apologies:** Julieanne Krause, Nerrida Massing, Sally Munns

**Business arising from previous meeting?** Yes/No (delete irrelevant one)

If Yes....

<b>Item</b>	<b>Follow up discussion</b>
Additional eftpos terminal	Look at this for next year. We are looking at it.
Scholarships for Yr 10/11 – Kids at risk.	BO to check with TH where we are at

**Accept previous minutes – Micheal Worth Seconder – Cheryl Haupt**

**Correspondence: Tammy Kinnersly**

- Coles customer account - Replacement cards – Skye Barron, Tammy Kinnersly
- NAB – Merchant summary EFTPOS
- Term deposit account
- ASCA Canteen newsletter
- Emails:
  - P & C Qld- Mackay cluster meet up 30th October -reservations
  - QLD cancer fund SunSmart shade incentive
  - P & C Qld container exchange update

**Accept Correspondence – Donna Frost Seconder – Amanda Martin**

**Treasurer's Report: Leighanne Preston** (Full report attached to minutes)

<b>Mackay Northern Beaches State High School P &amp; C Association</b>				
<b>Profit &amp; Loss</b>				
<b>30 September 2019</b>				
<b>Ordinary Income/Expense</b>				
	Income			
	Canteen Takings		22,668.30	22668.3
	Other revenue – Container refund		272.70	
	Fundraising Income		1,299.80	
	Interest Received		557.78	
	Grants		<u>29,030.00</u>	
	Total Income		<u>53,828.58</u>	
<b>Gross Profit</b>			53,828.58	
	Expense			
	Delivery costs		55.00	
	Donations – to MNBSHS		3,900.00	
	Payroll Expenses		6,386.13	6386.13
	Supplies			
	Canteen Food & Beverages	10,382.72		10382.72
	Total Supplies		<u>10,382.72</u>	
	Total Expenses		<u>20,723.85</u>	
<b>Net Ordinary Income</b>			<u>33,104.73</u>	5899.45
<b>Net Income</b>			<u>33,104.73</u>	

<b>Treasurers Report September 2019</b>		
Meeting: 14/09/2019		
<b>Bank Balance as at 01 September 2019</b>		<b>\$61,597.98</b>
<b>Payments</b>		
<b>Canteen Food &amp; Beverages</b>		
Campbells - Jun/Jul	-7,892.18	
Coles Online	-2,637.27	
Coles	-282.23	
King of Meats	-306.82	
Lactalis – Jun/Jul	-2,218.93	
Northern Beaches Bakehouse	-915.32	
Suncrest	-1,116.66	
Vegies Unlimited	-427.03	
Wages	-5,488.07	-21,284.51
<b>Other Expenses</b>		
Stationary	-109.00	
P&Cs Qld - conference	-200.00	
MNBSHS	-3,900.00	
Harvey Norman	-1,499.00	-5,708.00
<b>Total Expenses Paid</b>	<b>-26,992.51</b>	
<b>Deposits</b>		
Container Fund Scheme	272.70	
Fundraising – Krispy Kremes	1,299.80	
Grants	29,030.00	
Catering Takings	22,668.30	53,270.80
<b>Bank Balance as at 30 September 2019</b>		<b>\$87,876.27</b>
<b>Fundraising Account</b>		<b>1,128.56</b>
<b>Long Service Leave</b>		<b>5,250.00</b>
<b>Term Deposit (Matures 29/09/2019)</b>		
Interest Received	557.78	<b>77,543.16</b>
<b>Total at Bank</b>		<b>\$171,797.99</b>

	<b>FUNDRAISING ACTIVITIES</b>							
	<b>2016</b>		<b>2017</b>		<b>2018</b>		<b>2019</b>	
<b>TERM</b>	<b>EVENT</b>	<b>TAKINGS</b>	<b>EVENT</b>	<b>TAKINGS</b>	<b>EVENT</b>	<b>TAKINGS</b>	<b>EVENT</b>	<b>TAKINGS</b>
<b>Term 1</b>	Casino night	\$1,273.93	Trivia Night	\$1,749.20			Trivia Night	\$1,127.49
<b>Term 2</b>	Pie Drive	\$1,263.00	Rotary Raffle	\$400.00			Rotary Car Raffle	\$480.00
<b>Term 3</b>			Pie Drive	\$1,731.20	Trivia Night	\$2,016.79	Krispy Kremes	\$1,891.00
<b>Term 4</b>	Raffle	\$3,787.95	Raffle	\$1,193.85	Krisp Kremes	\$1,584.00		
<b>YEARLY TOTAL</b>		\$6,324.88		\$5,074.25		\$3,600.79		\$3,498.49

Skye – takings slightly different due to end of month.

**Accept Treasurer's Report – Tammy Kinnerly    Secondar – Amanda Martin**

**Erroll's Canteen Report:** (Full report attached to minutes)

Canteen report for October meeting 2019

September takings \$19 562.60

Expenses \$9927.38

Year to date \$193 362.05

Daily average takings \$1381.16

Yay on the Grant approval Big thanks to all involved in writing and submitting that. Been talking to Holley negotiating when equipment can be installed. Will most likely be over a few afternoons. As trades can't work when we are. Unless we shut down for one day then it would all be done.

HOT HOT HOT in canteen. Changing up menu so we aren't cooking as much of the roasts and curry type foods. Roasts will be replaced by pulled pork rolls with coleslaw. Fried Rice; More fresh salads like thai beef salad; chickpea and haloumi cos cos salad; chicken salad. Open for more suggestions. Will send out a survey monkey.

New milk prices and a new agreement to be signed. New products... **New agreement – Parmalat – will we increase the price of items? Do up some figures to give to the committee. Skye to bring new agreement up to BM to look at.**

Had a Baine Marie fail a test and tag due to exposed wires. Had an electrician come look at it on 08.10. When Pete came to re test he said the pie warmer on senior side would also fail.

**Accept Canteen Report – Leighanne Preston Seconder – Cheryl Haupt**

**Principal's Report** (Full report attached to minutes)

**PRINCIPAL'S REPORT****PARENTS' & CITIZENS' ASSOCIATION**

**Monday 14<sup>th</sup> October 2019**

**SCHOOL MANAGEMENT****Staffing:**

- Sonali Mukherjee (Science); Fleur Forsyth (Science/Maths); Kate Stanton (backfilling behind Steph Jones)
- Audrey Laine Baker; Isaiah Patrick Kelly; Diana Jeanette Simpkins; Frankie Danns



2020 staffing is continuing

- **Ed Qld Staffing Trends** – CQ shortage is in IDT, Eng/Hum and Maths/Sci
- **MNBSHS Staff Movement 2019 - 21** staff have taken unexpected leave, maternity leave, resigned or were seconded to leadership roles; no replacement able to be found at least 8 times
- **Work force planning vacancies for 2020/21** – highest in Mackay
- **Fastest growing school in Mackay in the fastest growing area**
- Staff in – EDWARDS-JONES Angela; BALLANTYNE Ian; HOW KEE Kay (Eng); HEAL Angela (gen); HUBBARD Daniel (phys/math); LARKIN Madeline (Eng/Hum); PICOT Sarah (all); PONTING Alexandra (Mus/Hum); RICHARD Adam (HPE/sci); BARROW Jared (; HALL Laura (CC); ADAMSON Louise (CC); GALLAGHER Tanya (CC);
- Math HOD (Vacant); 10<sup>th</sup> HOD (growth);
- Looking to add support staff – proactive approach student wellbeing and engagement

- Staff Out – Danica Peoples (Mirani SHS)

### Facilities

- Air Con almost there;
- Meeting with BAS (Building Assets Services) regarding other long term faults

### School Planning & Accountability

- Year 12 Verification – next Mon SFD
- 2019 Curriculum Review this term – alignment across the board
- 2020 Gold Books being developed
- 2020 Timetable development – getting it to fit in with staff we have
- **Uniform** – back to school ordering in ready for 2020.

## GENERAL

- **Year 12 Formal** – last Saturday night. Extremely successful event. Formal committee to be commended on a wonderful evening.
- **Year 11 Camp last week** – positive feedback from students and parents – Well done.
- **Do it in a Dress** – this Wednesday
- **Transition Year 6 into 7** – enrolment interviews next week (Wed & Thurs), meeting with Year 6 teachers in Week 8, and Year 6 spend the day in Week 9; CC transition days continue
- **Opti-Minds** – went to Brisbane past weekend - **Message from Julieanne – Thank you to everyone for their support with Optiminds – the students and herself are very grateful for your ongoing support. We were the only school to have all teams win a place in the finals. As you can imagine everyone is a bit exhausted today. The students never complained about being tired and were very well behaved.**
- **HPV Race Series** – 4<sup>th</sup> race – Toowoomba 8 hour race. 12 kids involved – taking a smaller team.
- **Eisteddfod** – this week
- **Student Free Day** – Mon 21<sup>st</sup> October
- **Support Staff Breakfast** – October 22<sup>nd</sup>
- **World Teachers Day** – October 25<sup>th</sup>

## CALENDAR

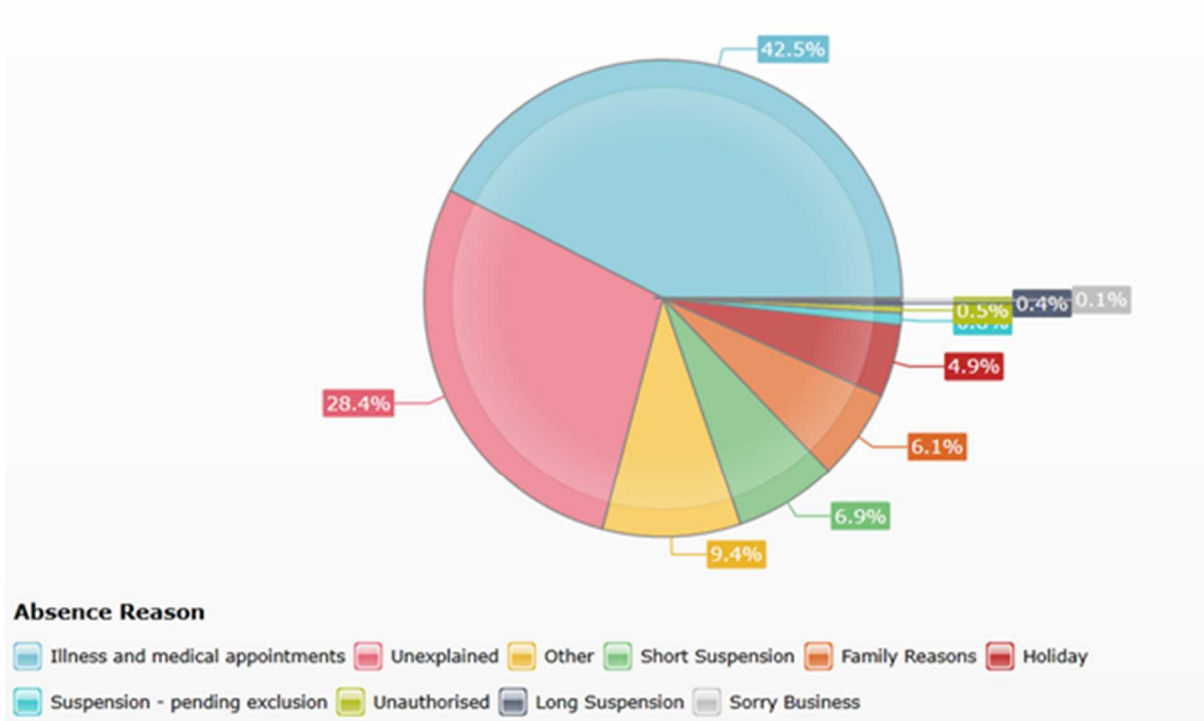
<b>WK 2</b> 14 Oct – 18 Oct	14 ICT PLC 1 <sup>st</sup> lunch P&C mtg 7 p.m. MEC Yr 11&12 QATSIF graduation 10:30 @CQU	15 SAM 1 IM Eisteddfod TA mtg @ RC 2:30 p.m.	16 Parade – J Pianta Do It In A Dress Cleaners mtg 7 a.m.	17 Homework Club	18 P4 Social Justice PE Cluster
Year 11 MEC work placement 14 <sup>th</sup> – 25 <sup>th</sup> October					
<b>WK 3</b> 21 Oct – 25 Oct	21 <b>PUPIL FREE DAY</b> Office Mtg /PD	22 SAM 2 QATSIF graduation @ CQU Support Staff breakfast	23 Parade – A Gardiner Yr 6-7 enrolment interviews	24 Homework Club MRTN 9 a.m.-3 p.m. Choral Eisteddfod Yr 6-7 enrolment interviews	25 World Teachers' Day breakfast Biology cluster
<b>WK 4</b> 28 Oct – 1 Nov	28 MEC Yr 11&12	29 PLC TA mtg @ RC 2:30 p.m.	30 Parade – A Gardiner Cert 3 Fitness @ CQU	31 Homework Club Leadership day	01 P4 Social Justice
<b>WK 5</b> 04 Nov – 08 Nov	04 ICT PLC 1 <sup>st</sup> lunch MEC Yr 11&12	05 PLC Melbourne Cup Year 7 & 10 catch up immunisations	06 Parade – Craig/Fraser Cleaners mtg 7 a.m. WHS mtg 3-4 p.m. Yr 6 Transition CC 9:30-1	07 Homework Club Night of Stars	08
Year 12 Exam block 5 <sup>th</sup> – 8 <sup>th</sup> November					

**Attendance - Update**

Year to Date: **89.7%**

2019	Term 1 – 90.1%	Term 2 - 87.9%	Term 3 - 88.5%	Term 4 – 92.9%
2018	Term 1 – 90.4%	Term 2 – 88.5%	Term 3 – 87%	Term 4 – 92.1%
2017	Term 1 – 92.9%	Term 2 – 91.1%	Term 3 – 89.8%	Term 4 – 91.2%

**Proportion of Personal and Disciplinary Absences**



Budget Reports presented. Cheryl – SB & I have working on a review of the budget. Journals have not been finalised so the figures are slightly different

**Accept Principal’s Report – Michael Worth Seconder – Amanda Martin**

**General Business**

Presenter:	Topic:	Time :	Action: <i>(who is to do what as a result of this presentation)</i>
Trent Schilf	A fresh approach to Tagged Awards	10 mins	As it stood it was really targeted to Yr 7/8; Not appealing Yr 9-12 students. Would like support in funding to help with rewards – that students want to work hard for. Tagged awards have reduced in numbers and we want to increase this. \$10 tuckshop voucher/student; \$200 per term. All names in bucket – to give those who missed out during the term get an extra opportunity. I’m new to the community – so if you have those links with businesses – can you pass them on. OB – we have our contacts but we don’t want to burn bridges with other fundraising. <b>Micheal: Move a motion to support the Tagged Awards program of up to the value \$700 (canteen vouchers &amp; other business) to promote positive behaviour within our school. All in favour. Motion moved and accepted.</b>
Skye	Left over alcohol from Trivia Night		Is now out of date – we need to dump it – therefore can we write off the dollars. \$60
Nic Vanderlinde	Period 5 Well-being Club	10 mins	Canteen prepare platters to P5 Wellbeing club.



			<b>Skye move a motion to organise some platters for P5 Wellbeing Club this Friday. All in favour. Motion moved and accepted.</b>
Bron	2020 fundraising	10 mins	<p>Work on Proposed dates and terms for next year. In particular Bunnings Sausage Sizzle to decide on groups to benefit from monies fundraised. Propose Formal and HPV. Sausage Sizzle raises about \$1200. Could do cup cakes as well for an extra \$300 = \$1500.</p> <p>Want to also support the Yr 12 Formal committee for 2020.</p> <p>MW: There are other smaller groups eg Optiminds</p> <p>BO: We have the ability to do more next year but we want to lock in these 2 as a start and then keep applying for more SS at Bunnings.</p> <p><b>Amanda: move a motion to allocate 2 dates at Bunnings in 2020 to support HPV &amp; Formal group with the potential of doing extra ones for other group. All in favour. Motion moved and accepted.</b></p>
Bron	P&C Training Night	5 mins	Cluster meeting for all P&Cs in our region – Wed 30 Oct 5:30-8pm. Smart TV & Projector. Leighanne, Tammy, Nerrida, Bronwyn. Micheal.
Bron	P & C Meeting 11/11	5 mins	Night of Champions; Reschedule next P&C meeting to 04 Nov. All in favour!
Bron	Last 2019 “meeting” – suggestions of where?	5 mins	Bavarian Restaurant – Canelands 02 December
Leighanne	Single touch payroll	2 secs	Single touch payroll went through with no problems
Leighanne	Eftpos machine update	5 mins	Looking into associated costs for a 4th Machine. WE were not looking at one for this term but for 2020.
Sian	Graduation flowers donation	5 mins	<p>Students give a flower to their parents - <math>\\$3.50 \times 75 = \\$262 + \\$10</math> delivery.</p> <p><b>Amanda move a motion to purchase flowers for Yr 12s to give to parents. All in favour. Motions moved and accepted.</b></p>
Bron	Grants and proposed projects.	5 mins	<p>Strategic Plan to work in with the school. Want feedback from teachers for resources.</p> <p>MRC – RDAF grant opening 28/10 close 20 Dec – Cultural funds; need a sponsor from either Lions/Lifesaving;</p> <p>Asset Grant due in Oct. CGG - \$35000</p> <p>Wellbeing grant in Feb.</p> <p>Long term – seating oval – getting new quotes.</p> <p>Two projects – grand piano \$36000 for PAC &amp; outdoor gym for Junior school. Expensive each piece is \$10000. May require small committee to organise this one. Maybe in stages 1/2/3. Good quality equipment (council have used).</p> <p>Cancer Council we can apply – portable shade or permanent. BO to look in detail; get feedback from school for placement.</p> <p>Increased from \$2535 in 2016 to \$7700 this year.</p>
Cheryl	SRS 2020		<p>Looking for endorsement from P&amp;C.</p> <p>Cheryl went through the 3 SRS documentation for discussion. (SRS; Network access form; Instrumental Music)</p> <p>Participation form is for duration of child at school.</p> <p>You can opt out by filling in another form.</p> <p><b>Cheryl Move a motion to endorse the \$240 curriculum; \$100 for Instrumental; \$40 for Network; for 2020. All in favour. Motions moved and accepted.</b></p>

**Actions from Meeting.....**

<b>Action</b>	<b>Actioned By?</b>
Cancer Council grant – shades	BO – look into grant and get details from school.
Sausage Sizzle	Leighanne to book dates.
Support Tagged awards	Leighanne \$700
P&C Dinner	Book 02 Dec
FB Message	Fundraising support to the school this year
Platters for P5	Skye/Amanda
P&C Training meeting	Decide on room and staff member
Parmalat Agreement	Skye to give to BM.
4 <sup>th</sup> Eftpos Machine	Looking into associated costs for a 4th Machine. WE were not looking at one for this term but for 2020.

**New members for acceptance?**

*Trent Schilf, Peter Smith, Nicole Vanderlinde – all in favour.*

**Next meeting**

04 November, 2019

**Meeting Closed:- 8.24pm**