



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

**Meeting Opened at 7.00 pm by President – Suzanne Gakowski virtually via Teams App.**

**Attendees: Virtual.** Sian Burrows, Suz Gakowski, Bronwyn Overall, Leighanne Preston, Skye Barron, Uvette Johns, Amy Hobson, Andrea Curde, Damon Woodbridge, Troy Toomey, Rachel Kowald, Laura Hall, Sus Morrow, Vivienne Davis, Keisha Tynan.

**Apologies:** Tracey Hocking, Annette Barker

**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>
Grandstand Update	General Business
Marquee’s Purchase update to be advised on updated quotes. TBA	Pending

**Accept previous minutes – Skye Barron Seconder – Laura Hall**

### **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: - Sian Burrows Secoded: - Laura Hall**

**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

MNBSHS P&C Meeting Minutes

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

PO Box 448 Rural View

**Profit & Loss Statement**

January 2022

Mackay QLD 4740

ABN: 85 167 936 588

Email: pandc@macknorthbeachesshs.eq.edu

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.

Page 1 of 1

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

## **Errols Canteen Report - Skye Barron**

February 2022

Canteen takings for the two weeks we have been trading \$21 676

In 2021 we anticipated to take \$422 427 and our actual takings were \$388 516.60. with a daily average of \$2077.63.

2022 our anticipated takings are \$413 780 with our daily average being \$2132.89.

So far we have had a strange start to the year. Our first weeks takings were off the charts. With most days around \$2300. And the second week we are def feeling the impact of covid. Our sales were \$1000 down on the previous week.

We have a few supply issues and need to open a woolworths account. I have some paperwork to fill out. This is essential to being able to have stock to sell. As our wholesalers are currently unable to get all of our stock.

This term we have a reward system for students who pre-order before school. They get a card stamped and when they order 10 times they get a free slushy or ice-block. This is working well.

We have offered staff the option to txt me before 9 am to order food and pay using eftpos only at the express window.

Next Friday we have Linda and Jean from Pioneer coming in to see how we run things.

We've had a few price rises this year which seem to be going well.

Our milk company is changing distributors so our ordering will change slightly.

We have made sure more staff are over our ordering procedures and have lists of processes in the canteen in case we are hit with covid

***Accept Canteen Report – Uvette Johns Seconder – Sus Morrow***

**PRINCIPAL'S REPORT - SIAN BURROWS**

*'Striving for Excellence'*

# Mackay Northern Beaches SHS



## PRINCIPAL'S REPORT

### PARENTS' & CITIZENS' ASSOCIATION

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

## SCHOOL MANAGEMENT

### Enrolments 2022 (effective Feb 16th):

- **Current Total 1058**

Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
186	190	200	189	173	120

**Staffing** – Psychologist, Kelly Anderson; Belinda Patroni – DP Support; Vicki Spynie -Admin Support; New staff search continuously

### Financial

- School budget to be presented at next meeting.

### School Accountability Documents

- 2022 Annual Implementation Plan
- 2022 Budget - Being finalised and will present next meeting
- 2022 Benchmarks - Explicit Improvement Plan (term by term progress checks)
- Investing for Schools (I4S)

## GENERAL

- **COVID** – thanks for the cooperation of families during these unprecedented times.
- **Student Well Being Survey** – Individual links to students with majority now having completed the 5 min survey
- **Shout Outs** – have kicked off across all year levels
- **Investiture & Leadership Ceremony** – has been recorded and to be shown in a Wednesday Wellbeing lesson.

## MNBSHS P&C Meeting Minutes

- **Whole school BYOD survey** – This coming Thursday/Friday in Care
- **Junior Secondary Students** – Only bring books for each day plus laptop – helps with management of bag weight
- **Senior Schooling** – Senior information night postponed to Week 8; Study groups established with ATAR students;
- **Senior Schooling** – Mocktail - Friday 17th June (T2 Wk 9); Formal - Saturday 15th October (T4 Wk 2)  
Graduation - Thursday 17th November (T4 Wk 7); Leavers' Parade - Friday 18th November (T4 Wk 7)
- **GRIP Leadership Day** – Tuesday Week 2, April 26<sup>th</sup>.
- **Year 7 Canberra Camp** is in Term 3 Week 1
- **Yr 7 Vaccinations** – consent forms due ASAP
- **School Photos** – March 7<sup>th</sup> and 8<sup>th</sup> – students to bring envelopes along on the day. Order online also an option
- **Positive Behaviour for Learning – Building a positive school culture** - To establish a positive culture, our school has identified PBL as a strategic agenda for the next 4 years. 2022 is the development phase for PBL

We are [seeking parent and community representation](#) to be a part of our development team.

- **Student Clubs and Teams** – Anime Club, Rugby League, Netball, Futsal, Soccer, Library Monitors, Z Club, Homework Club
- Shout out to our 2022 Stinger Sport Sponsors and Supporters - 2022 is shaping up to be a great year for Stinger Sport. We would not be able to offer as many opportunities as we do without the support of our amazing sponsors - Our Stinger Development Sponsors are [Linked Group Services](#), [IDEAL Placements Mackay & Whitsundays](#), [Snap Fitness Mackay Northern Beaches](#), [Construct Health Physiotherapy Mackay](#), [Magpies Crusaders United](#) and [Summyt Sports Marketing](#) who are supporting the training kits and offering different opportunities for our classes. [Ward Painting Contractors](#) (netball sponsor) [Woodham Petroleum Mackay](#) and [Braces4U](#) (Rugby League Sponsors) have supported the purchase of new uniforms for the 2022 season.
- **Carpark Expectations – afternoon pick up**

**Parent and Staff Car Parking changes.**

Additional traffic signage has been purchased by the school to improve the flow of traffic inside our school carpark to ease congestion during peak pickup times.

No standing signage has been added in areas **highlighted orange**. Cars in this area must continue forward to the pickup zone shown in **red**.

Between the times of 2pm and 3:30pm **the red zone** is a pickup zone only and cannot be used as visitor carparking.



MNBSHS P&C Meeting Minutes

**CALENDAR**

<b>WK 5</b> 21 - 25 Feb	21 P&C 7 p.m. Yr 11&12 Engineering MEC RTO amendments to 2021 QCAA data	22 Staff meeting-True PD Yr 11 Electro MEC QCAA Non-endorsed instruments-duration 8 days	23 Parade - Cross Country P 1&2 True PD – support staff 9- 10am	24 Homework club	25 Subject offerings with completion year 2023 due in Student Management. AARA applications CIA Phases – Ess. English & Ess. Maths 2022 Student enrolments for 2023 exiting students.
	MEC Yr 11 & 12 Engineering Work Placement Wk 5				
<b>WK 6</b> 28 Feb – 04 March	28 Lockdown Practise Yr 11&12 Engineering MEC Reporting open 9 a.m. - check class rolls	01 SAM 1 Senior information evening Cumberland cross country Student Council 1 <sup>st</sup> break Yr 11 Electro MEC	02 Parade – Arts Cert III Fitness 11&12 CQU WHS mtg 3-4 p.m.	03 Homework club Endorsement Application 2 submission due	04
	4 x MAS (MRAEL) consultants Pathway students & others as required Wk 6				
<b>WK 7</b> 7 – 11 March	07 School photographer Yr 11&12 Engineering MEC Reporting – class roll changes to DP by 9 p.m. Report data entry open 3 p.m.	08 SAM 2 School photographer Yr 11 Electro MEC	09 Parade – CC	10 Homework club QMEA Yr 10 Tradie for a day @ Pioneer SHS	11 Yr 12 CQUni experience SALT program IM bowling night
	<b>WK 8</b> 14 – 18 March	14 Yr 7 vaccinations Yr 11&12 Engineering MEC	15 Sector Student Council 1 <sup>st</sup> break Yr 11 Electro MEC	16 Parade – MS	17 Homework club
Yr 11 exam block Wk 8					
<b>WK 9</b> 21 – 25 March	21 MDSS cross country Yr 11&12 Engineering MEC P&C AGM 7 p.m.	22 Staff Star level mtg 3 p.m. Yr 11 Electro MEC Approval of Yr 12s changing pathways to QCIA concludes.	23 Parade – JS	24 Homework club	25 Harajuku Day

**Attendance**

**Target: = increase of 0.25% per term (from 87.45%)**

Currently at 87% thanks to COVID +ves and close contact absence; Currently 8 staff away

Absent teachers teaching their classes via Teams where possible and working from home where possible.

Absent students accessing class Teams, OneNotes and EP

**Every Day Counts!!** *If your student misses days of school.....*



MNBSHS P&C Meeting Minutes

When your child misses just...	that equals...	which is...	and therefore, from Kindy to Year 12, that is...	This means that the best your child can achieve is...
1 day each fortnight	20 days per year	4 weeks per year	Nearly 1 ½ a years of school	Equal to finishing Year 11
1 day a week	40 days per year	8 weeks per year	Over 2 ½ years of school	Equal to finishing Year 10
2 days a week	80 days per year	16 weeks per year	Over 5 years of learning	Equal to finishing Year 7
3 days a week	120 days per year	24 weeks per year	Nearly 8 years of learning	Equal to finishing Year 4

**School Financial Snapshot**

Mackay Northern Beaches State High School (7873)

Period 202202 (Feb 2022)  
as at 18-Feb-2022 05:12 PM

<b>What we own</b>		<b>\$658,172.77</b>
<b>What others owe us</b>		
Parents	\$5,213.64	
Others	\$122,856.64	<b>\$128,070.28</b>
<b>Sub total of what we own</b>		<b><u>\$786,243.05</u></b>
LESS		
<b>What we owe others</b>		<b>\$79,757.55</b>
<b>What we are committed to spend</b>		<b>\$40,010.76</b>
<b>What funds we hold for other bodies</b>		<b>\$96,323.28</b>
(E.g. Student Council, Regional Office and Sports Boards)		
<b>Sub total of what we owe</b>		<b><u>\$216,091.59</u></b>
<b>We own more than we owe</b>		<b><u>\$570,151.46</u></b>
Cost price of school assets		\$1,946,688.95
Amounts held by the school in the current year for asset replacement and future projects		\$0.00

*Sian also advised that potentially 2022 the school will have 1060 **students** and current attendance is around 821 students*

**Accept Principal's Report –Sus Morrow Seconder – Leighanne Preston**

**General Business: 21<sup>st</sup> February, 2022**

Presenter:	Topic:	Time:	Action: (who is to do what as a result of this presentation)
Troy Toomey	Grandstands Update	10min	Troy advised update on the grandstand currently under construction. A larger grandstand was not feasible and financially not cost effective. Upon meeting with the Builder & P&C reps., continued with original plan of 4 grandstands around the school oval. They are sports house colours, colour bond with a roof for shade. Currently halfway through construction and should be completed by the end of March/April. Total Invoice equates to \$66909.08 required for confirmation of P&C approval. <b>Motion moved to pay total of Invoice. All in favour. MOTION CARRIED.</b>
Troy Toomey /Damon Woodbridge	HPV Vehicle		Further to discussions seeking funding for the HPV vehicle, from July 2021 minutes . Ultimate vehicle purchase was a Trump Elite for \$16,000. It was proposed that students would seek sponsorship and fundraise towards the contribution, and the bike was purchased in July., with a motion moved to support the purchase of the HPV vehicle for funds of \$16,000 with student fundraising and sponsorship as a co-contribution. At this stage minimal fundraising and no official sponsorship has been secured. HPV group along with Damon Woodbridge are committed to the cause and are asking P&C for assistance in paying for the total funds with a commitment to continue fundraising and seek sponsorship. HPV group have sent our sponsorship requests being Platinum \$5000, Gold \$3000, Silver \$1500, Bronze \$600, with further raffles and fundraising commitments in progress. <b>Motion moved for P&amp;C to pay for the HPV vehicle in full (\$16,000) with a commitment from HPV group from March 2022 to July 2022 at P&amp;C meetings to update on fundraising and sponsorship contributions of a commitment of \$8,000 payable back to P&amp;C. ALL IN FAVOUR - MOTION CARRIED</b>
Troy/Sian	Installation of Perspex Screens for Canteen. Safety for staff, given volume of students.		Perspex safety shields to be installed for Canteen staff protection due to the volume of students in and out of the canteen. Costings approx.. \$1500. <b>MOTION MOVED TO INSTALL. ALL IN FAVOUR MOTION CARRIED</b>
Sian	Black Hat		Update advised on Black Sports Cap, which is still currently with the embroider. In the meantime, 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.
Suz	Wrap up.		<b>AGM and general meeting scheduled for 21<sup>st</sup> March 2022. On the lookout for new executive members.</b>

**Meeting Closed at 8.01 pm**

Applications for new members to be approved from last meeting

Date of next general meetings & AGM 21<sup>st</sup> March 2022.

TOTAL DONATIONS	Action	
Grandstand Total Invoice	P&C to reimburse School	\$69,909.08
HPV Vehicle	P&C to reimburse School	\$16,000.00

MNBSHS P&C Meeting Minutes

<b>Perspex Screens for Canteen</b>		<b>\$ 1500.00</b>
<b>TOTAL</b>		<b>\$</b>