



MNBSHS P&C GENERAL MEETING

23 March 2023 Minutes

Date: 23 March 2023 Time: 5pm Location: GL1	
AGENDA ITEM	
Opening and welcome	Meeting opened at 4:46pm
Apologies	Andrea Curd, Troy, Rachel, Jo W
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 February 2023. Moved: Amy Hobson Seconded: Skye Carried
Business arising from the minutes of the previous general meeting	<ul style="list-style-type: none"> Payroll issue has been solved
Correspondence	<ul style="list-style-type: none"> Emails actioned and filed Bank statements
MOTION	That the inwards correspondence be received and outwards be endorsed. Moved: Amy Hobson Seconded: Uvette Johns 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: Trent Sehl Seconded: Marcia Prior Carried
Canteen report	<ul style="list-style-type: none"> Report provided to members (see Appendix B). Need a fifth eftpos machine to support the express window Pasta maker – never been used Fly buys is now allowed <p>Action – get quotes for a trolley for the canteen Action – look into getting a mobile phone for the canteen</p> <p>Motion – That the P&C support the canteen getting a new eftpos machine. Moved: Skye Barron Seconded: Joely Whiting Carried</p> <p>Motion – That the P&C donate bacon and eggs for Tour de Cure. Moved: Skye Barron Seconded: Joely Whiting Carried</p>
MOTION	That the canteen report be accepted as tabled. Moved: Louise Adamson Seconded: Tammy Kinnersly 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: Trent Sehl Seconded: Louise Adamson Carried
Motions on notice	Nil
General Business	<u>Lara Taylor</u> Subsidy to attend nations cup

	<p>Motion – That the P&C support Lara by providing \$250 in support of her sport. Moved: Marcia Prior Seconded: Amy Hobson Carried</p>
	<p><u>Uvette Johns</u> <u>Donation for Transition evening</u></p> <ul style="list-style-type: none"> • Seeking funding for the combined transition evening • 6 into 7 and 10 into 11 • Talks held in PAC • Stalls set up in hall for families to walk around and ask questions • Wednesday 7 June (Week 8, Term 2), 5-7pm <p>Motion – That the P&C support support this event by donating \$500 for advertising and \$500 for prizes and activities for rotation activities. Moved: Uvette Johns Seconded: Trent Sehl Carried</p>
	<p><u>Louise Adamson</u> <u>Donation for ANZAC service morning tea</u></p> <ul style="list-style-type: none"> • \$366 platter for 25 people from common room • Discussion about what the canteen could provide • Monday 24 April <p>Motion – That the P&C support that canteen staff provide catering (morning tea) for ANZAC day at remembrance day for 25 people for \$100 each = \$200. Moved: Louise Adamson Seconded: Joely Whiting Carried</p>
	<p><u>Marcia Prior</u> <u>Subsidy for workshop</u></p> <ul style="list-style-type: none"> • Greg Huglin filmmaker • Workshop has been delivered to schools across the state • Haven't been able to get subsidies for it this year • Practical workshop • Create a product, edit it and then create a finished product • Approximately 30 students <p>Motion – That the P&C provide \$950 to support running of the Noosa Film Academy Workshop. Moved: Marcia Prior Seconded: Joely Whiting Carried</p>
	<p><u>Yoga for Youth – held over</u></p>
Applications for membership and recording of new members	Nil
Date of the next meeting	Thursday 11 May
Close	Meeting closed at 5:37pm .

Actions:

1. get quotes for a trolley for the canteen
2. look into getting a mobile phone for the canteen
3.
4.
5.

CONFIRMATION OF MINUTES

Chair name: _____

Signature: _____

Date: _____

Appendix A - Treasurer's Report



Mackay Northern Beaches SHS P&C AGM 23rd March, 2023 TREASURERS REPORT

It has been a learning year. Taking over as Treasurer and learning a completely alien accounting system. I have had struggles that I have overcome and I feel that I am in a much better place now to move forward.

Below is a list of donations that the P&C has given in support of the Mackay Northern Beaches State High School Community this year to a grand total of \$100,188.00.

- Big Ticket Items
 - Grandstand Seating
 - SSS Scheme Basketball COLA
 - HPV Program

- Other items include
 - Graduation Funding
 - Fittest Stinger Program
 - Reef Trip
 - Night of Stars
 - Semi-Formal
 - EOY Student Programs
 - Post Pads
 - Senior Yearbooks
 - Year 11 Camp

NORTHERN BEACHES STATE HIGH SCHOOL P&C ASSOCIATION

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

	2022	2021
	\$	\$
INCOME		
Interest received	56	203
Other revenue	236	580
Fundraising Income	-	2,791
Gross profit from trading	221,679	209,930
	<u>221,971</u>	<u>213,504</u>
LESS EXPENDITURE		
Accountancy fees	3,325	2,438
Computer Expenses	220	460
Depreciation - furniture and fittings	145	177
Donations	100,188	84,765
Fundraising	-	2,055
Freight and cartage	-	55
Insurance	3,798	3,192
Merchant Fees	5,618	5,077
Postage, Printing & Stationery	216	205
Printing and stationery	769	1,000
Repairs and maintenance	1,710	777
Seminar Expenses	181	495
Subscriptions	-	900
Superannuation contributions	13,419	10,902
Wages	131,901	113,824
	<u>261,490</u>	<u>226,122</u>
NET OPERATING PROFIT (LOSS)	<u>(39,519)</u>	<u>(12,618)</u>
Retained Profits at the beginning of the financial year	167,876	180,494
TOTAL AVAILABLE FOR APPROPRIATION	<u>128,358</u>	<u>167,876</u>
RETAINED PROFITS AT THE END OF THE FINANCIAL YEAR	<u>128,358</u>	<u>167,876</u>

The accompanying notes form part of these financial statements.

These statements are unaudited and should be read in conjunction with the attached compilation report.

Appendix B - Canteen Report

Canteen Report March 2023

Takings Feb \$46 081.40

Daily average is \$2 453.05

Year to date = \$92 216.50

- With the express window open we need a fifth eftpos machine to be able to serve students efficiently. More and more students are using eftpos. I'd like to move a motion that we get a fifth eftpos machine.
- We had a problem with one of our eftpos machines and called NAB and had two machines replaced as they were old 3G machines. We now have much faster working machines which is great.
- Bucasia came and collected their Baine Marie that we have had for the last 9 years.
- Joely's Coles card expires at the start of April. Hopefully her new one is in the PO Box?
- The pasta machine that was disconnected last year is still in the canteen. Can we please put it out to tender? I've spoken to hospitality and they don't want it. It's a waste just sitting there.
- Our new front doors are being destroyed by students. They are fiddling with the locks. Pushing rubbish into the locks. Pulling the door seal out. I am constantly telling students to leave them alone. I have turned into the door police. They will not last long if they continue like this.
- Also we need the lock to be changed on the senior doors to be fitted with a school key.
- Tour de cure is coming up early next term. In previous years we have provided bacon and eggs for them for breakfast. They have approx. 140 students this year. It would cost about \$120 for eggs and bacon. I am happy to donate my time to come in and cook for them.
- As of next term we are increasing more prices. Our ice-blocks have increased 33% from our supplier. So we will go to \$2 for an icy twist and calippo and \$2.50 for a paddle pop.
- Also we are looking at returning our slushy machine. At \$2.50 they aren't selling. We have dropped the price to \$1.50 to get rid of the remaining syrup and once that's gone we are getting rid of it.
- Our only volunteer has dropped back to once a month due to work commitments.
- Staffing - Sian M is taking holidays week 10 and half way through week 9 term 2.
- Trolley - at the time of covid we asked p&c for a trolley for stocking fridges. We were approved but never purchased one. We would like one the same as school uses in the office. Could we please purchase one? Or do we need to go and get quotes again?

Appendix C - Principal's Report

PRINCIPAL'S REPORT PARENTS' & CITIZENS' ASSOCIATION *Monday 9th February 2023*

SCHOOL MANAGEMENT

Enrolments 202 (effective Feb 3rd):

- **Current Total 1070** (+ 3x Yr 11; 1x Yr 12)

Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
215	189	184	193	150	139

1.1.1

1.1.2 **Staffing** – Looking for 0.4 CEC; 0.7 Psychologist; New staff search continuously

1.1.3 **Financial**

- School budget to be presented at next meeting.

School Accountability Documents

- 2023 Annual Implementation Plan
- 2023 Budget – has been finalised and will present at next meeting
- 2023 Improvement Targets - Explicit Improvement Plan (term by term progress checks)
- Investing for Schools (I4S) – now directly incorporated into the AIP

GENERAL

- **Positive Behaviour for Learning (PBL)** rolled out – Stinger Points (positive reinforcement recognition) a big focus. Weekly foci – Respect, care and inclusion each week.
- **Student Well Being Survey** – school-developed and to be rolled out to seniors shortly and tweaked to suit younger students – checking how their start to school has been
- **Year 7 & 9 NAPLAN** – Week 9; Familiarisation (this week); Practice Test (Week 4) – single lesson
- **DayMaps** – continuing staff use for roll marking, internal messaging, class management; further rollout to come
- **Swimming carnival** – Friday Week 4 (Pioneer Pool)
- **Track & Field Carnival** – March 1 & 3 (Week 6)
- **Investiture & Leadership Ceremony** – occurred on Tuesday has been recorded and to be shown in a Wednesday Wellbeing lesson.
- **2022 Dux Awarded** – Kate McGlashan
- **Whole school BYOD survey** – Today and 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 on Tuesday this week; All seniors at school per 4 on Wednesday for Term 1 – sessions for all students
- **GRIP Leadership Day** – Monday just gone – a valuable day for all.
- **Year 7 Canberra Camp** is in Term 3 Week 1 – fully subscribed
- **Yr 7 Vaccinations** – Week 8 – Mon March 13th
- **Breakfast Club** – Monday (toast and spread) and Friday (Pancakes) 8am
- **School Photos** – February 21 and 22 (Week 5) – students to bring envelopes along on the day. Order online also an option
- **Student Clubs and Teams** – Drama Club, **Art interest groups**, Boys and girls Rugby League, Netball, Futsal, Soccer, Pedal Prix, Library Monitors, Z Club, Homework Club



Year 12 events 2023

Feb 07	UNITY BREAKFAST & INVESTITURE	
Mar 10	MOCKTAIL	
May 31	100 DAYS	
Oct 7	FORMAL	
Oct 10	NIGHT OF CHAMPIONS	
Nov 14	NIGHT OF STARS	
Nov 16	GRADUATION	
Nov 17	LEAVERS' PARADE	

CALENDAR

WK 4 13 - 17 Feb	13 Staff Yr level parade – 7&8, 10,11	14 Parade – HPE Student Council 1 st break Drama club 3-4 p.m.	15 Yr level parade – 9,12 Stingers Strength 3-4 p.m. NAPLAN student practice test Yr 7 & 9 Yr 10 prep talk presentation White Card course	16 Homework Club MENZLA IM lessons begin	17 Swimming Carnival QCAA Unit 1 & 2 (Yr12) results due to Joanne
WK 5 20 - 24 Feb	20 Staff Day 20 Yr level parade – 7&8, 10,11	21 Parade – Student Services Yr 11&12 RACQ docu drama P1&2 Student Council 1 st break Drama club 3-4 p.m.	22 School Photographer Yr level parade – 9,12 Stingers Strength 3-4 p.m. White Card course	23 Homework Club School Photographer	24 QCAA Unit 1 & 2 (Yr12) results due in SM Subject enrolments for Yr 11 due in SM
Y2 11 & 12 MEC Engineering work placement 20-24 February					
WK 6 27 Feb – 03 March	27 SAM 1 Yr level parade – 7&8, 10,11 Reporting opens for checking of rolls 3 p.m.	28 Parade – Humanities Student Council 1 st break Drama club 3-4 p.m.	01 Yr level parade – 9,12 Yr 11 Cert III Fitness @CQU Track & Field Carnival WH&S 3-4 p.m. Stingers Strength 3-4 p.m.	02 Homework Club PBL 3-4 p.m.	03 Track & Field Carnival
WK 7 06 – 10 March	06 SAM 2 Yr level parade – 7&8, 10,11 Class changes to DP 9 a.m. Reports open for data entry 3 p.m.	07 Parade – English Student Council 1 st break Drama club 3-4 p.m.	08 Yr level parade – 9,12 International Women's Day breakfast Yr 11/12 & staff Stingers Strength 3-4 p.m.	09 Homework Club P&C 4.15 p.m.	10 Yr 12 Mocktail Yr 12 CQUni Experience
Year 11 exam block 8-10 March / Luke Mallie – mural project					

Attendance

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

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

Year	2023	Period	Semester 1	Year Level	All Year Levels	Student Group	All	Reset	Ex
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School Name	Attendance Rate	Proportion of Students at Attendance Category (%)				Attendance Category			
	%	< 85%	85% < 90%	90% < 95%	95% - 100%	Attendance Category			
Mackay Northern Beaches State High School	95.3	9.3	11.5	3.5	75.6				

Budget Overview Report

Mackay Northern Beaches State High School - (7873)

Report Date: 06-Feb-2023 8:20 PM

Budget Quarter 1

Period: 202302 | Cost Centre: % | Cost Centre Manager: %

User: Burrows, Sian (787300082361)

	Year to Date				Annual			Original Budget
	Actual	Budget	Variance	Comment	Budget	Variance	Comment	
Opening Balance	-1,324,834	-1,324,834	0		-1,324,834	0		-1,324,834
Revenue	-983,870	-1,291,461	-307,591	Under Budget	-2,290,274	-1,306,404	Under Budget	-2,290,274
Expense	294,328	1,676,083	1,381,755	Under Budget	3,115,108	2,820,780	Under Budget	3,115,108
Global Trading Activities	-132,470	0	132,470	In Surplus	0	132,470	In Surplus	0
Representative Sports	-59	0	59	In Surplus	0	59	In Surplus	0
Administered Clusters	0	0	0		0	0		0
Non-Curricula Activities	-13,743	0	13,743	In Surplus	0	13,743	In Surplus	0
Balance of Operating Funds	-2,160,648	-940,212	1,220,436		-500,000	1,660,648		-500,000
Provision	0	0	0		500,000	500,000		500,000
Balance of Funds Available	-2,160,648	-940,212	1,220,436		0	2,160,648		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 202302 as at

06-Feb-2023 8:23 PM

Account Group	Account	Account Description	Amount
ASSETS			
	100001	Cash Float	180.00
	101201	General Bank Account	1,859,915.40
	104001	Receivables - Students	283,312.28
	104002	Receivables - Other	12,637.87
	109001	GST Input Credit Control	7,553.53
	109003	GST Clearing	16,278.50
	115001	Suspense Account	-100.00
	115005	Disputed Items - Corporate Card	2,044.12
	115006	Oneschool Error Account (DO NOT USE)	35.59
	162001	Plant & Equipment	2,107,551.93
	172001	Plant & Equipment - Accum Depr	-2,107,551.93
			<u>2,181,857.29</u>
LIABILITIES			
	200002	Credit Card Advance Control Account (Staff)	7,079.36
	200003	CBA/MCC Control Account (MCC)	-16,476.18
	205501	GST - Revenue Control	-206.87
	216801	Security Deposits	-400.00
			<u>-10,003.69</u>
		Net Assets/(Liabilities)	<u>2,171,853.60</u>
EQUITY			
	340001	Accumulated Surplus/Deficit	-1,325,007.70
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-846,845.90
			<u>-2,171,853.60</u>

What we own		\$1,860,095.40
What others owe us		
Parents	\$283,312.28	
Others	\$38,449.61	\$321,761.89
Sub total of what we own		<u>\$2,181,857.29</u>
LESS		
What we owe others		\$17,083.05
What we are committed to spend		\$11,031.92
What funds we hold for other bodies		\$155,715.56
(E.g. Student Council, Regional Office and Sports Boards)		
Sub total of what we owe		<u>\$183,830.53</u>
We own more than we owe		<u>\$1,998,026.76</u>
Cost price of school assets		\$2,107,551.93
Amounts held by the school in the current year for asset replacement and future projects		\$500,000.00