## WOODLANDS PRIMARY SCHOOL

 P\&C
## Parents and Citizens Association Inc. Annual General Meeting 19 February 202 at 6.30 pm - School Library

## MEETING MINTUES

1. Attendance - Pippa Farrelly, Andrew North, Michelle Beh, Stephanie Kirk Burnnand, Laura O'Hara, Debra Lyon, Brad Angel, Nishan Perera, Chelsea O'Riordan, Kristen Fletcher, Rachna Desai, Christopher Grubb, Keera Allum and Marisa Phoebe
2. Apologies - Lauren Britton, Rachel McMahon, Sian Collins
3. General Welcome - President's Report

Motion: To approve the meeting minutes from the last General Meeting on 30 Oct 2023 Seconded: Rachna Desai
Approved: All in attendance, except those abstaining
Against: NA
Abstaining: Debra Lyon, Brad Angel, Chelsea O’Riordan, Chris Grubbs, Steph KirkBurnnand and Marissa Phoebe

Presentation of the Signed Positive Solvency Declaration - disclosed.

## 4. Treasurer Report

Report attached
Motion: To approve the Treasurers Report from this meeting (19 Feb 2024)
Seconded: Steph Kirk-Burnnand
Approved: All in attendance
Against: None
Abstaining: None

## 5. Principals Welcome and Report

- Smooth start to the start of the school year. No new staff, allows for a smooth transition.
- New air conditioning installed in the BER building (science/art block).
- Transportable classroom (room 20, near the kiss and drop gate), no news regarding if/when it will be relocated. The classroom has been cleared and is ready for collection.
- Hot weather policy is in place and being practiced.
- School oval is looking healthy, new contractor is going well.
- ICT Review: Committee undertook a review of the school's ICT. The funds are mainly used for the lease of the technology that is provided in the classrooms. Seasaw is being discontinued as it wasn't getting utilised. Compass will remain as the main source of communication, along with emails, and continue to be used to its full capacity.
- Nature play, funded by the P\&C, very popular with the children.
- Educated by nature workshops will run in term 2 . There will be $5 \times 1$ hour workshops, plus an additional parent workshop happening at the end of term 1.

Motion: To approve the Principal's Report from this meeting (19 Feb 2024)
Seconded: Andrew North
Approved: All in attendance
Against: None
Abstaining: None
6. Elections

Nominations are taken for the following positions:

## Executive Committee Members

Motion: Nomination for School Representative
Nominated: Laura O'Hara (Automatically added)
Motion: Nomination for President
Nominated: Michelle Beh
Motion: Nomination for Vice President / WACSSO Rep
Nomination: Andrew North
Motion: Nomination for Secretary
Nomination: Debra Lyon
Motion: Nomination for Treasurer
Nomination: Rachel McMahon
Motion: Nomination for Accounts Payable
Nomination: Brad Angel
Subcommittee Members
Motion: Nomination for Fundraising / Engagement
Nominations: Keera Allum
Motion: Nomination for Canteen Coordinator
Nomination: OPEN
Motion: Nomination for Class Representative Coordinator
Nomination: Lauren Britton
Motion: Nomination for Communications Liaison
Seconded: Sian Collins
General Executive Committee Members (Must be a Member of the Sub Committee):
Motion: Nomination for General Executive Member:
Nomination: Keera Allum
Motion: Nomination for General Executive Member:
Nomination: Chelsea O'Riordan
Committee Members
Motion: Nomination for Fundraising
Nomination: Chelsea O'Riordan
Motion: Nomination for Fundraising
Nomination: Kristen Fletcher
Motion: Nomination for Uniform Assistant

Nomination: Nicole Connell

## 7. General Business

- Motion: Access to ANZ

President, Vice President, Treasurer and Accounts Payable will need full banking access to the Woodlands Primary School P\&C bank account and to remove the 2023 positions that are no longer relevant.
Michelle Beh - continue with access
Andrew North - continue with access
Rachel McMahon - continue with access
Brad Angel - only new addition, requires access
Nicole Marwick - discontinue access

- Motion: Qkr!

That Woodlands Primary School P\&C is to set up a profile with the Commonwealth Bank for the set up and use of the app-based program Qkr! Additionally, to be able to open any accounts that relate to starting up the Qkr! App.
President, Treasurer and Accounts Payable to ID themselves at the bank and to have access to bank accounts and profile.
Michelle Beh - requires access
Andrew North - requires access
Rachel McMahon - requires access
Brad Angel - requires access

- Class Reps have $\$ 500$ pre-approval for each year group fundraiser (to be used sparingly), anything above this amount needs to be approved at a P\&C General Meeting.

8. Next Meeting

Budget Meeting - Week 8, 18 March 2024. All budget requests from the school and community need to be costed and sent to the P\&C by week 6 (Monday, 4 Mar) if they wish to be discussed and/or be voted on at the budget meeting.
9. Closure - 7:45

Solvency Statement Declaration

We, the Executive Committee of the $\qquad$ Woodlands Primary School Parents and Citizens Association Inc. declare, at an Executive Committee meeting held on $12 / 2 / 2024$, that having reviewed and considered the Associations' current and projected financial position, in the Executive Committee's opinion the Association is solvent and there are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.

Signed by the P\&C President on $19 / 2 / 2024$ (date), on behalf of the Executive Committee of the Woodlands Primary School Parents and Citizens Association Inc.

P\&C President signature


P\&C President full name $\qquad$ Michelle Beh.

Witness: Pupa Farrell
Witness: Andrew North $A$

A downloadable version of the Solvency Statement and Declaration is available on the WACSSO website: https://www.wacsso,wa.edu,au/resources/pcresources/.

Woodlands P and C
AGM
Treasurers Report
As at $31^{\text {st }}$ December 2023

## Assets

We had $\$ 8,560.69$ in our general cheque account and $\$ 82,840.85$ in our online savings account.

Total stock value was down on the previous year to $\$ 16,480.62$.

Total amount of assets \$108,032.16

## Budget

In the 2024 budget we have $\$ 98,105$ that has either been set aside for contingency, one years running costs or approved budget items that were approved but not yet finalised.

## Income

Canteen made a profit of $\$ 158.13$, though there was a $\$ 313.00$ deposit from Locavera made in January, so that would have been $\$ 471.13$.

Uniform Shop did a turnover of $\$ 39,316.41$ and made a profit of $\$ 6,826.14$ there is an old stock adjustment of $\$ 1,998.75$ from 21/22 financials. This was from stock entered incorrectly prior to us going fully stock computerised. It was previously listed as a liability on the Balance Sheet.

## Fundraising

Total fundraising came to $\$ 38,141.27$ with the largest contributors being quiz night earning $\$ 10,063.10$, colour run earning $\$ 8,864.69$, Dads camp out $\$ 4,377.09$ and Special canteen days $\$ 3,088.23$

Other notable income, P and C Contributions of $\$ 22,537.50$, job keeper top of $\$ 2,500.00$, OSH donation \$1,000.00

## Payments

We paid out $\$ 48,898.54$ in budget items. The P and C contributions went towards IT. Other budget items paid included Early Learning cubby, PE resources, graduation shirts/book and oval maintenance.

NB: Suspense income/expense is money that comes in to the P and C account or schools account when it should be for the other. So it is generally an in and out.

## Balance sheet report

Accrual mode
31 Dec 2022

|  | Total |
| :---: | :---: |
| 1-0000 Assets |  |
| 1-1000 Cash on Hand |  |
| 1-1100 General Cheque Account | 23,209.20 |
| 1-1105 Online Savings Account | 41,225.44 |
| 1-1139 Canteen/Fundraising Cash Float | 50.00 |
| 1-1140 Uniform Shop Cash Float | 100.00 |
| Total Cash on Hand | 64,584.64 |
| 1-5000 Stock-on-Hand |  |
| 1-5100 Canteen Stock | 300.00 |
| 1-5200 Uniform Stock | 23,296.63 |
| Total Stock-on-Hand | 23,596.63 |
| Total Assets | 88,181.27 |
| 2-0000 Liabilities |  |
| 2-2500 Current Liabilities |  |
| 2-2561 PAYG Witholding Payable | -0.53 |
| 2-2573 Uniform Stock Adjustment | -2,129.22 |
| Total Current Liabilities | -2,129.75 |
| Total Liabilities | -2,129.75 |
| Net Assets | 90,311.02 |
| 3-0000 Membership Funds |  |
| 3-8000 Accumulated Funds b/fwd | 104,206.47 |
| 3-9000 Current Surplus (Deficit) | -13,895.45 |
| Total Membership Funds | 90,311.02 |

## Balance sheet report

Accrual mode
31 Dec 2023

|  | Total |
| :---: | :---: |
| 1-0000 Assets |  |
| 1-1000 Cash on Hand |  |
| 1-1100 General Cheque Account | 8,560.69 |
| 1-1105 Online Savings Account | 82,840.85 |
| 1-1139 Canteen/Fundraising Cash Float | 50.00 |
| 1-1140 Uniform Shop Cash Float | 100.00 |
| Total Cash on Hand | 91,551.54 |
| 1-5000 Stock-on-Hand |  |
| 1-5200 Uniform Stock | 16,480.62 |
| Total Stock-on-Hand | 16,480.62 |
| Total Assets | 108,032.16 |
| Net Assets | 108,032.16 |
| 3-0000 Membership Funds |  |
| 3-8000 Accumulated Funds b/fwd | 90,311.02 |
| 3-9000 Current Surplus (Deficit) | 17,721.14 |
| Total Membership Funds | 108,032.16 |

## Profit and loss report

Accrual mode
01 Jan 2023-31 Dec 2023

|  | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 4.0000 Income |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4-1000 Canteen Income |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4-1001 Canteen Cash Sales | 0.00 | 366.20 | 799.25 | 210.20 | -30.75 | 82.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,426.90 |
| 4-1005 Canteen Quickcliq Sales | 73.91 | 1,650.86 | 3,227.68 | 346.37 | 0.00 | 486.03 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,784.85 |
| 4-1010 Locavora | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 152.00 | 0.00 | 389.00 | 0.00 | 0.00 | 0.00 | 541.00 |
| Total Canteen Income | 73.91 | 2,017.06 | 4,026.93 | 556.57 | -30.75 | 568.03 | 152.00 | 0.00 | 389.00 | 0.00 | 0.00 | 0.00 | 7,752.75 |
| 4-2000 Uniform Shop Income |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4-2001 Uniform Cash Sales | 230.00 | 282.00 | 15.00 | 0.00 | 289.00 | 164.00 | 0.00 | 116.00 | 0.00 | 22.00 | 0.00 | 0.00 | 1,118.00 |
| 4-2005 Uniform Quickcliq Sales | 1,671.00 | 3,590.00 | 1,342.00 | 1,176.00 | 1,164.00 | 2,502.00 | 732.00 | 2,875.00 | 627.00 | 834.00 | 544.41 | 1,212.00 | 18,269.41 |
| 4-2010 Uniform Square Sales | 2,637.00 | 3,709.00 | 2,248.00 | 1,331.00 | 681.00 | 2,036.00 | 454.00 | 906.00 | 1,304.00 | 814.00 | 1,898.00 | 1,911.00 | 19,929.00 |
| Total Uniform Shop Income | 4,538.00 | 7,581.00 | 3,605.00 | 2,507.00 | 2,134.00 | 4,702.00 | 1,186.00 | 3,897.00 | 1,931.00 | 1,670.00 | 2,442.41 | 3,123.00 | 39,316.41 |
| 4-3000 Fundraising Income |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4-3001 Dance / Disco | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,109.36 | 10.00 | 0.00 | 0.00 | 2,119.36 |
| 4-3003 Quiz Night | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 394.00 | 8,470.05 | 1,250.05 | -51.00 | 0.00 | 0.00 | 0.00 | 10,063.10 |
| 4-3005 Cake / Coffee Stall | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 870.60 | 0.00 | 0.00 | 0.00 | 0.00 | 870.60 |
| 4-3010 Recycle Cans and Bottles | 15.60 | 5.00 | 20.60 | 0.00 | 296.60 | 125.00 | 0.00 | 105.80 | 280.40 | 0.00 | 76.20 | 18.80 | 944.00 |
| 4-3011 Dads Camp Out | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -500.00 | 4,877.09 | 0.00 | 4,377.09 |
| 4-3015 Special Canteen Days | 0.00 | 0.00 | 0.00 | 0.00 | 1,800.61 | 1,287.62 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,088.23 |
| 4-3016 Entertainment Books | 0.00 | 0.00 | 89.00 | 0.00 | 0.00 | 28.00 | 0.00 | 0.00 | 0.00 | 46.00 | 0.00 | 26.00 | 189.00 |
| 4-3017 Athletics Carnival Fundraising | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -276.88 | 2,530.19 | 0.00 | 0.00 | 0.00 | 2,253.31 |
| 4-3019 Election Sausage Sizzle | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 907.85 | 0.00 | 0.00 | 907.85 |
| 4-3020 Election Cake Stall | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,702.37 | 0.00 | 0.00 | 1,702.37 |
| 4-3027 Colour Run | 0.00 | 0.00 | 250.00 | 2,026.75 | 6,577.94 | -70.00 | 0.00 | 0.00 | 80.00 | 0.00 | 0.00 | 0.00 | 8,864.69 |
| 4-3034 Easter Activities | 0.00 | 0.00 | 1,395.90 | 1,345.77 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,741.67 |
| 4-3039 Art Fundraiser | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 20.00 | 0.00 | 20.00 |
| Total Fundraising Income | 15.60 | 5.00 | 1,755.50 | 3,372.52 | 8,675.15 | 1,764.62 | 8,470.05 | 1,949.57 | 4,948.95 | 2,166.22 | 4,973.29 | 44.80 | 38,141.27 |
| 4-4000 Other Income |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4-4001 P and C Contributions | 0.00 | 0.00 | 25,277.53 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | $-25,277.53$ | 0.00 | 0.00 | 22,537.50 | 22,537.50 |
| 4-4002 Membership Fees | 0.00 | 14.00 | 8.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2.00 | 0.00 | 0.00 | 0.00 | 0.00 | 24.00 |
| 4-4005 Interest Received | 30.07 | 34.34 | 0.00 | 41.89 | 69.11 | 198.38 | 116.29 | 0.00 | 243.83 | 115.22 | 84.94 | 82.19 | 1,016.26 |


|  | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 4-4090 Government Grants | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| 4-4103 Donations Received | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 | 100.00 | 0.00 | 0.00 | 400.00 |
| 4-4104 Graduation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -265.00 | 0.00 | 1,105.00 | 140.00 | -700.00 | 280.00 |
| 4-4107 OSH Club | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 |
| Total Other Income | 30.07 | 48.34 | 25,285.53 | 41.89 | 69.11 | 2,698.38 | 116.29 | -263.00 | -24,733.70 | 1,320.22 | 224.94 | 22,919.69 | 27,757.76 |
| Total Income | 4,657.58 | 9,651.40 | 34,672.96 | 6,477.98 | 10,847.51 | 9,733.03 | 9,924.34 | 5,583.57 | -17,464.75 | 5,156.44 | 7,640.64 | 26,087.49 | 112,968.19 |
| 5-0000 Cost of Sales |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5-2011 Cost of Uniform Sales | 3,640.01 | 6,066.93 | 3,146.27 | 2,014.23 | 1,655.46 | 3,631.62 | 923.65 | 3,079.26 | 1,523.33 | 1,259.44 | 1,924.76 | 2,467.75 | 31,332.71 |
| Total Cost of Sales | 3,640.01 | 6,066.93 | 3,146.27 | 2,014.23 | 1,655.46 | 3,631.62 | 923.65 | 3,079.26 | 1,523.33 | 1,259.44 | 1,924.76 | 2,467.75 | 31,332.71 |
| Gross Profit | 1,017.57 | 3,584.47 | 31,526.69 | 4,463.75 | 9,192.05 | 6,101.41 | 9,000.69 | 2,504.31 | -18,988.08 | 3,897.00 | 5,715.88 | 23,619.74 | 81,635.48 |
| 6-0000 Expenses |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6-1000 Canteen Expenses |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6-1100 Canteen Staff | 0.00 | 659.88 | 1,075.36 | 876.23 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.53 | 2,612.00 |
| $\underset{\text { Paid }}{\text { 6-1109 Canteen Superannuation }}$ | 0.00 | 69.29 | 112.92 | 69.29 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 251.50 |
| 6-1120 Canteen Purchases Stock | 0.00 | 2,191.54 | 1,774.68 | 0.00 | 0.00 | 0.00 | 0.00 | 16.90 | 0.00 | 0.00 | 153.00 | 0.00 | 4,136.12 |
| 6-1209 Canteen Stock Adjustment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 | 300.00 |
| 6-1212 Canteen General Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 44.00 | 115.00 | 0.00 | 159.00 |
| 6-1213 Canteen Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -63.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -63.00 |
| 6-1215 Canteen Licences \& Fees | 0.00 | 199.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 199.00 |
| Total Canteen Expenses | 0.00 | 3,119.71 | 2,962.96 | 945.52 | 0.00 | 0.00 | -63.00 | 16.90 | 0.00 | 44.00 | 268.00 | 300.53 | 7,594.62 |
| 6-2000 Uniform Shop Expenses |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6-2004 Uniform General Expenses | 0.00 | 0.00 | 0.00 | 19.25 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 19.25 |
| 6-2005 Uniform Shop Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 329.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 329.00 |
| 6-2009 Uniform Stock Adjustment | 0.00 | 0.00 | 23.54 | -323.20 | 0.00 | 322.58 | 0.00 | 0.00 | 0.00 | -27.56 | 0.00 | 32.64 | 28.00 |
| 6-2030 Uniform Quickcliq Fee | 21.95 | 146.57 | 55.84 | 33.26 | 55.28 | 63.55 | 12.19 | 40.27 | 22.92 | 13.76 | 2.82 | 21.64 | 490.05 |
| 6-2031 Uniform Square Fee | 22.54 | 69.90 | 22.24 | 14.17 | 24.92 | 13.99 | 28.90 | 2.28 | 16.86 | 13.11 | 31.72 | 30.63 | 291.26 |
| 6-2040 $21 / 22$ Stock Adjustment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,998.75 | 1,998.75 |
| Total Uniform Shop Expenses | 44.49 | 216.47 | 101.62 | -256.52 | 80.20 | 400.12 | 370.09 | 42.55 | 39.78 | -0.69 | 34.54 | 2,083.66 | 3,156.31 |
| 6-3000 Fundraising Expenses |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6-3031 Christmas Carols | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 852.50 | 0.00 | 0.00 | 852.50 |
| Total Fundraising Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 852.50 | 0.00 | 0.00 | 852.50 |
| 6-4000 General Expenses |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6-4105 MYOB Subscription Fee | 91.00 | 130.00 | 130.00 | 136.00 | 136.00 | 136.00 | 136.00 | 136.00 | 136.00 | 136.00 | 136.00 | 136.00 | 1,575.00 |
| 6-4220 General Expenses | 0.00 | 0.00 | 24.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 95.62 | 0.00 | 0.00 | 119.62 |
| 6-4300 WACSSO | 0.00 | 0.00 | 0.00 | 0.00 | 1,117.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,117.75 |
| Total General Expenses | 91.00 | 130.00 | 154.00 | 136.00 | 1,253.75 | 136.00 | 136.00 | 136.00 | 136.00 | 231.62 | 136.00 | 136.00 | 2,812.37 |


|  | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 6-5001 Graduation Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 | 400.00 |
| 6-5002 Graduation Morning Tea | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -40.00 | 190.00 | 0.00 | 150.00 |
| 6 -5005 P and C Graduation Prize | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 | 50.00 |
| Total Graduation Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -40.00 | 190.00 | 450.00 | 600.00 |
| 6-8000 Regular Budget Items |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6-8001 P and C Contributions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 22,537.50 | 22,537.50 |
| 6-8102 Graduating Class Shirt/Book | 0.00 | 1.10 | 2,378.50 | -118.50 | -118.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,223.00 | 3,365.60 |
| 6-8108 Phys Ed Rescources | 0.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 5,000.00 |
| Total Regular Budget Items | 0.00 | 1.10 | 5,378.50 | $-118.50$ | -118.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,760.50 | 30,903.10 |
| 6-9000 Other Budget Items |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6-9357 Easter Bunny Costume | 0.00 | 0.00 | 179.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 179.95 |
| 6-9358 Two Water Dispensers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 59.94 | 0.00 | 59.94 |
| 6-9359 Two Urns | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 169.90 | 0.00 | 169.90 |
| 6-9360 Morning Tea Paraphernalia | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| 6-9361 Trestles | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 396.00 | 0.00 | 396.00 |
| 6-9362 Eskies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 598.00 | 0.00 | 0.00 | 598.00 |
| 6-9364 Early Learning Cubby | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,573.70 | 0.00 | 0.00 | 0.00 | 10,573.70 |
| 6-9366 Oval Maintenance | 0.00 | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| 6-9368 Ladder | 0.00 | 249.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 249.00 |
| 6-9370 Square Terminal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 268.95 | 0.00 | 0.00 | 268.95 |
| Total Other Budget Items | 0.00 | 249.00 | 5,179.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,573.70 | 866.95 | 625.84 | 500.00 | 17,995.44 |
| Total Expenses | 135.49 | 3,716.28 | 13,777.03 | 706.50 | 1,215.45 | 536.12 | 443.09 | 195.45 | 10,749.48 | 1,954.38 | 1,254.38 | 29,230.69 | 63,914.34 |
| Operating Profit | 882.08 | -131.81 | 17,749.66 | 3,757.25 | 7,976.60 | 5,565.29 | 8,557.60 | 2,308.86 | -29,737.56 | 1,942.62 | 4,461.50 | -5,610.95 | 17,721.14 |
| 8 8-0000 Other Income |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8-8888 Suspense Income | 0.00 | 178.50 | 165.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 46.00 | 0.00 | 389.50 |
| Total Other Income | 0.00 | 178.50 | 165.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 46.00 | 0.00 | 389.50 |
| $9-0000$ Other Expenses |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9-9999 Suspense Expense | 0.00 | 0.00 | 268.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 | 0.00 | 46.00 | 0.00 | 389.50 |
| Total Other Expenses | 0.00 | 0.00 | 268.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 | 0.00 | 46.00 | 0.00 | 389.50 |
| Net Profit | 882.08 | 46.69 | 17,646.16 | 3,757.25 | 7,976.60 | 5,565.29 | 8,557.60 | 2,308.86 | -29,812.56 | 1,942.62 | 4,461.50 | -5,610.95 | 17,721.14 |

## Profit and loss report

Accrual mode
01 Jan 2023-31 Dec 2023

|  | Total |
| :---: | :---: |
| 4-0000 Income |  |
| 4-1000 Canteen Income |  |
| 4-1001 Canteen Cash Sales | 1,426.90 |
| 4-1005 Canteen Quickcliq Sales | 5,784.85 |
| 4-1010 Locavora | 541.00 |
| Total Canteen Income | 7,752.75 |
| 4-2000 Uniform Shop Income |  |
| 4-2001 Uniform Cash Sales | 1,118.00 |
| 4-2005 Uniform Quickcliq Sales | 18,269.41 |
| 4-2010 Uniform Square Sales | 19,929.00 |
| Total Uniform Shop Income | 39,316.41 |
| 4-3000 Fundraising Income |  |
| 4-3001 Dance / Disco | 2,119.36 |
| 4-3003 Quiz Night | 10,063.10 |
| 4-3005 Cake / Coffee Stall | 870.60 |
| 4-3010 Recycle Cans and Bottles | 944.00 |
| 4-3011 Dads Camp Out | 4,377.09 |
| 4-3015 Special Canteen Days | 3,088.23 |
| 4-3016 Entertainment Books | 189.00 |
| 4-3017 Athletics Carnival Fundraising | 2,253.31 |
| 4-3019 Election Sausage Sizzle | 907.85 |
| 4-3020 Election Cake Stall | 1,702.37 |
| 4-3027 Colour Run | 8,864.69 |
| 4-3034 Easter Activities | 2,741.67 |
| 4-3039 Art Fundraiser | 20.00 |
| Total Fundraising Income | 38,141.27 |
| 4-4000 Other Income |  |
| 4-4001 P and C Contributions | 22,537.50 |
| 4-4002 Membership Fees | 24.00 |
| 4-4005 Interest Received | 1,016.26 |
| 4-4090 Government Grants | 2,500.00 |
| 4-4103 Donations Received | 400.00 |
| 4-4104 Graduation | 280.00 |
| 4-4107 OSH Club | 1,000.00 |
| Total Other Income | 27,757.76 |
| Total Income | 112,968.19 |
| 5-0000 Cost Of Sales |  |
| 5-2011 Cost of Uniform Sales | 31,332.71 |
| Total Cost Of Sales | 31,332.71 |
| Gross Profit | 81,635.48 |


| 6-0000 Expenses |  |
| :---: | :---: |
| 6-1000 Canteen Expenses |  |
| 6-1100 Canteen Staff | 2,612.00 |
| 6-1109 Canteen Superannuation Paid | 251.50 |
| 6-1120 Canteen Purchases Stock | 4,136.12 |
| 6-1209 Canteen Stock Adjustment | 300.00 |
| 6-1212 Canteen General Expenses | 159.00 |
| 6-1213 Canteen Insurance | -63.00 |
| 6-1215 Canteen Licences \& Fees | 199.00 |
| Total Canteen Expenses | 7,594.62 |
| 6-2000 Uniform Shop Expenses |  |
| 6-2004 Uniform General Expenses | 19.25 |
| 6-2005 Uniform Shop Insurance | 329.00 |
| 6-2009 Uniform Stock Adjustment | 28.00 |
| 6-2030 Uniform Quickcliq Fee | 490.05 |
| 6-2031 Uniform Square Fee | 291.26 |
| 6-2040 21/22 Stock Adjustment | 1,998.75 |
| Total Uniform Shop Expenses | 3,156.31 |
| 6-3000 Fundraising Expenses |  |
| 6-3031 Christmas Carols | 852.50 |
| Total Fundraising Expenses | 852.50 |
| 6-4000 General Expenses |  |
| 6-4105 MYOB Subscription Fee | 1,575.00 |
| 6-4220 General Expenses | 119.62 |
| 6-4300 WACSSO | 1,117.75 |
| Total General Expenses | 2,812.37 |
| 6-5000 Graduation Expenses |  |
| 6-5001 Graduation Expenses | 400.00 |
| 6-5002 Graduation Morning Tea | 150.00 |
| 6-5005 P and C Graduation Prize | 50.00 |
| Total Graduation Expenses | 600.00 |
| 6-8000 Regular Budget Items |  |
| 6-8001 P and C Contributions | 22,537.50 |
| 6-8102 Graduating Class Shirt/Book | 3,365.60 |
| 6-8108 Phys Ed Rescources | 5,000.00 |
| Total Regular Budget Items | 30,903.10 |
| 6-9000 Other Budget Items |  |
| 6-9357 Easter Bunny Costume | 179.95 |
| 6-9358 Two Water Dispensers | 59.94 |
| 6-9359 Two Urns | 169.90 |
| 6-9360 Morning Tea Paraphernalia | 500.00 |
| 6-9361 Trestles | 396.00 |
| 6-9362 Eskies | 598.00 |
| 6-9364 Early Learning Cubby | 10,573.70 |
| 6-9366 Oval Maintenance | 5,000.00 |
| 6-9368 Ladder | 249.00 |
| 6-9370 Square Terminal | 268.95 |
| Total Other Budget Items | 17,995.44 |
| Total Expenses | 63,914.34 |


|  | Total |
| :--- | :--- |
| Operating Profit | $\mathbf{1 7 , 7 2 1 . 1 4}$ |
| $\mathbf{8 - 0 0 0 0}$ Other Income | 389.50 |
| $8-8888$ Suspense Income | $\mathbf{3 8 9 . 5 0}$ |
| Total Other Income | $\mathbf{3 8 9 . 5 0}$ |
| $9-0000$ Other Expenses | $\mathbf{3 8 9 . 5 0}$ |
| $9-9999$ Suspense Expense | $\mathbf{1 7 , 7 2 1 . 1 4}$ |
| Total Other Expenses |  |
| Net Profit |  |

## 2024 Budget <br> P\&L

|  | Total | Jan 24-Dec 24 |
| :---: | :---: | :---: |
| 4-0000 Income |  |  |
| Total Income | 0.00 | 0.00 |
| 5-0000 Cost Of Sales |  |  |
| Total Cost Of Sales | 0.00 | 0.00 |
| Gross profit | 0.00 | 0.00 |
| 6-0000 Expenses |  |  |
| 6-1000 Canteen Expenses |  |  |
| 6-1212 Canteen General Expenses | 300.00 | 300.00 |
| Total Canteen Expenses | 300.00 | 300.00 |
| 6-2000 Uniform Shop Expenses |  |  |
| 6-2001 Uniform Purchases Stock | 27,000.00 | 27,000.00 |
| 6-2004 Uniform General Expenses | 300.00 | 300.00 |
| 6-2005 Uniform Shop Insurance | 250.00 | 250.00 |
| Total Uniform Shop Expenses | 27,550.00 | 27,550.00 |
| 6-3000 Fundraising Expenses |  |  |
| 6-3013 Meet and Greet | 1,000.00 | 1,000.00 |
| Total Fundraising Expenses | 1,000.00 | 1,000.00 |
| 6-4000 General Expenses |  |  |
| 6-4103 Contingency | 10,000.00 | 10,000.00 |
| 6-4105 MYOB Subscription Fee | 1,600.00 | 1,600.00 |
| 6-4250 Postage \& Stationery | 150.00 | 150.00 |
| 6-4300 WACSSO | 1,200.00 | 1,200.00 |
| Total General Expenses | 12,950.00 | 12,950.00 |
| 6-5000 Graduation Expenses |  |  |
| 6-5001 Graduation Expenses | 300.00 | 300.00 |
| 6-5002 Graduation Morning Tea | 150.00 | 150.00 |
| 6-5005 P and C Graduation Prize | 50.00 | 50.00 |
| Total Graduation Expenses | 500.00 | 500.00 |
| 6-8000 Regular Budget Items |  |  |
| 6-8102 Graduating Class Shirt/Book | 3,000.00 | 3,000.00 |
| 6-8977 Urban Orchard | 1,000.00 | 1,000.00 |
| 6-8978 Vegetable Garden | 300.00 | 300.00 |
| Total Regular Budget Items | 4,300.00 | 4,300.00 |
| 6-9000 Other Budget Items |  |  |
| 6-9363 Plaque | 800.00 | 800.00 |
| 6-9365 Nature Play Benches | 5,000.00 | 5,000.00 |
| 6-9367 Air Conditioning | 35,000.00 | 35,000.00 |
| 6-9372 Nature Playground | 9,705.00 | 9,705.00 |
| 6-9377 P \& C Shelving | 1,000.00 | 1,000.00 |
| Total Other Budget Items | 51,505.00 | 51,505.00 |
| Total Expenses | 98,105.00 | 98,105.00 |


|  | Jotal |  |
| :--- | :--- | :---: | :---: |
| Operating profit | $-98,105.00$ |  |
| $8-0000$ Other Income | $-\mathbf{D e c} 24$ |  |
| Total Other Income | 0.00 |  |
| $9-0000$ Other Expenses | 0.00 |  |
| Total Other Expenses | -9.00 |  |
| Net profit | $-98,105.00$ | 0.00 |

