



Denistone East Public School P&C
Meeting Minutes – Tuesday 06 August 2024

Chairperson:	Melissa Selby
Location:	School Library
Meeting Start Time:	7pm
P&C Attendees:	Loi Tran; Vanessa Pereira; Maggie Zhang; Dennis Koh, Melissa Selby, Serena Zhao; Dennis Kim
DEPS School Staff Attendees:	Michelle Collyer; Jenny Bashinsky; Jocelyn Lindley;

Agenda Items	Minutes / Action / Summary	Responsible Person
Welcome & notification of apologies	<ul style="list-style-type: none"> • Melissa opened the meeting and welcomed all attendees. • Apologies noted. • Minutes from the last meeting were accepted and passed. 	Melissa Selby
Principal's Report	<ul style="list-style-type: none"> • Michelle provided an update on recent activities and upcoming events. • K-6 Athletics Carnival: Held on August 1, 2024, at Sydney Olympic Park. This year, a professional photographer was present to capture the event. • Cyber Safety Seminar: Today, August 6, 2024, a seminar on Cyber Safety was held at 6 PM. It covered various aspects of online safety and included recommendations from the Parent Support Network. Nathan from Online 	Michelle Collyer



	<p>Guardians provided his contact information and website: https://onlineguardians.com.au/, Email: onlineguardians@outlook.com.</p> <ul style="list-style-type: none"> • Music Workshops and Concerts: <ul style="list-style-type: none"> ○ Airforce Band: Today, August 6, 2024, we had a music workshop and concert featuring the Airforce Band Chamber (Junior Band). ○ Australian Army Band: Scheduled for August 8, 2024, featuring the Senior Band. • Education Week: This week includes a school open day on August 7, 2024, with a fundraising cake stall selling lollies and cakes. • Aerobics National Championships: On August 10, 2024, the school will travel to Adelaide to participate in the National Championships. A big thank you to the coaches, Mrs Hyland, Ms Hardy, Ms Murphy, Ms Biro, Ms Lewis, and Ms Kenney. • Three Way Learning Conversations: Starting August 12, 2024, for a duration of two weeks. • Wakakirri Story-Dance Festival: Participation on August 20, 2024, at Riverside Theater. • Book Week parade: Scheduled for September 10, 2024, with activities planned for all K-6 students. And Gold coin donation for secondhand book sale. • School Camps: The school uses Macquarie Educational Tours for camps. The Stage 2 camp venue has been changed this year; further updates will be provided. 	
<p>Treasurer's Report</p>	<ul style="list-style-type: none"> • Dennis reported that the canteen has shown some improvement in profit compared to previous periods, made net profit \$23,621.06. 	<p>Dennis Koh</p>



	<ul style="list-style-type: none"> • P&C Levy Received: \$1,319. • Expenses: The P&C has paid the invoice for the soccer goal gate. 	
<p>Coordinator Reports</p>	<ul style="list-style-type: none"> • Class Parent Representative updates (Kate) No updates. • Canteen (Loi & Gigi) <ul style="list-style-type: none"> ○ Cost Increases: Frank provided a list of cost increases affecting the canteen. ○ Canteen Safety Training: Scheduled to be completed by December 24, 2024. ○ Payroll and Pay Rates: Updates on canteen payroll, pay rates, and superannuation contributions have been discussed. ○ Cutlery Charges: The charge of \$0.50 for cutlery has been removed. • Music Program (Andrew) No updates. • 2nd Hand Uniform Shop (Oliva) <ul style="list-style-type: none"> ○ Dennis reported that the 2nd Hand Uniform Shop has made an income of \$5,000 so far. • Traffic and Road Safety (Melissa) No updates. • Grounds (Sean) The goal gate has arrived. Installation is pending and will require volunteer assistance. 	<p>Various</p>



	<p>Funding and Sponsorships: P&C will communicate with local business for possible funding</p> <ul style="list-style-type: none"> ○ Bendigo Bank ○ CBP Community Funding <ul style="list-style-type: none"> ● Events Coordinator Updates (Lina/Vanessa) <ul style="list-style-type: none"> ○ Movie Night: Scheduled for August 22, 2024. So far, 50 family tickets have been sold. The P&C will sell BBQ and popcorn before the movie starts. ○ Father's Day Breakfast: Activities will take place in the Jacaranda COLA area. A coffee cart will be available, the coffee cart hires from Café in a box. ○ Election Day Event: On election day, the P&C will sell BBQ and cake. Cake donations are needed. ○ School Run Fun: Planned for September 19, 2024, after lunch. Class parents will send out details via group chat. ○ Book Week Parade: Scheduled for September 10, 2024. Children's book donations are requested, with a gold coin donation for participation. At 12 PM, K-4 students will dress up as book characters. ○ Westpac Air: Confirmed and ready for our events. 	
<p>General discussion and Motions</p>	<ul style="list-style-type: none"> ● The Chinese choir group will perform on Father's Day, and on Annual performing Arts Concert - 18 September. 	
<p>P&C Meeting</p>	<ul style="list-style-type: none"> ● Date of next meeting confirmed – 10 September 2024 ● Meeting Adjourned At 8:35 PM 	

Balance sheet report

Cash mode

31 Jul 2024

	Total			
	Actual	Last Year	Variance \$	Variance %
1-0000 Asset				
1-0001 Banking				
1-1000 Westpac Cheque Account	(308.27)	5,131.23	(5,439.50)	-106
1-1100 Westpac Cash Reserve	62,498.32	161,339.14	(98,840.82)	-61
1-1400 CBA Building Fund	1,198.98	1,198.98	0.00	0
Total Banking	63,389.03	167,669.35	(104,280.32)	-62.19%
1-0002 Current Assets				
1-1500 2nd Hand Uniform Shop Float	120.00	120.00	0.00	0
1-1560 Stock - Fathers Day	198.00	198.00	0.00	0
1-1570 Stock - Glow Products	1,469.43	1,469.43	0.00	0
1-1580 Stock - Umbrellas	533.12	533.12	0.00	0
1-1900 Deposits Paid	5,048.10	5,048.10	0.00	0
Total Current Assets	7,368.65	7,368.65	0.00	0.00%
Total Asset	70,757.68	175,038.00	(104,280.32)	-59.58%
2-0000 Liability				
2-0002 Current Liabilities				
2-1500 Deposits Received	400.00	400.00	0.00	0
2-2400 GST paid	(2,977.05)	(1,192.43)	(1,784.62)	150
Total Current Liabilities	(2,577.05)	(792.43)	(1,784.62)	225.21%
2-2150 Music Funding Accrued	214.67	14.67	200.00	1363
Total Liability	(2,362.38)	(777.76)	(1,584.62)	203.74%
Net Assets	73,120.06	175,815.76	(102,695.70)	-58
3-0000 Equity				
3-0001 Current Earnings				
3-1800 Current year earnings	(71,664.77)	(90,379.14)	18,714.37	-21
Total Current Earnings	(71,664.77)	(90,379.14)	18,714.37	-20.71%
3-0002 Retained Earnings				
3-1600 Retained earnings	274,160.20	273,910.20	250.00	0
Total Retained Earnings	274,160.20	273,910.20	250.00	0.09%
Total Equity	202,495.43	183,531.06	18,964.37	10.33%

Profit and loss report

Cash mode

01 Oct 2023 - 31 Jul 2024

	Total			
	Actual	Last Year	Variance \$	Variance %
4-0000 Income				
4-1200 P&C Levies	1,319.00	18.00	1,301.00	7228
4-2600 2nd Hand Uniform Shop	5,001.00	7,158.50	(2,157.50)	-30
4-3100 Easter Basket Raffle	875.00	0.00	875.00	-
4-3300 Mothers Day Stall	5,349.80	(8.00)	5,357.80	66972
4-3500 School Disco	4,682.40	4,206.95	475.45	11
4-3600 Entertainment Books	90.00	76.00	14.00	18
4-3700 Election Stalls	0.00	498.00	(498.00)	-100
4-4000 Hire of Musical Instruments	0.00	300.00	(300.00)	-100
4-4400 Thank You Lunch Donation	1,462.00	0.00	1,462.00	-
4-4600 Pie Drive	3,391.75	1,140.00	2,251.75	198
4-4601 Parent Donations	0.00	623.91	(623.91)	-100
Total Income	22,170.95	14,013.36	8,157.59	58.20%
5-0000 Cost of Sales				
5-3100 Mothers Day Stall Items	4,005.58	2,023.75	1,981.83	98
5-3200 Fathers Day Stall Items	2,890.91	0.00	2,890.91	-
5-3600 Pie Drive	2,581.30	900.00	1,681.30	187
Total Cost of Sales	9,477.79	2,923.75	6,554.04	224.20%
Gross Profit	12,693.16	11,089.61	1,603.55	14
6-0000 Expense				
5-3500 Pie Drive Expenses	0.00	1,695.00	(1,695.00)	-100
6-1000 Accounting Software	584.00	538.00	46.00	9
6-1300 Auditing Fees	330.00	330.00	0.00	0
6-1400 Bank charges	282.15	254.10	28.05	11
6-1600 Disco Expenses	1,923.05	1,417.54	505.51	36
6-1900 Easter Raffle	478.34	0.00	478.34	-
6-1950 Election Stall Expenses	0.00	893.24	(893.24)	-100
6-1970 Fathers Day Breakfast	137.70	0.00	137.70	-
6-2600 Insurance	5,291.09	1,003.80	4,287.29	427
6-3000 Kindergarten Morning Tea	1,080.03	1,640.75	(560.72)	-34
6-3500 Mothers Day Breakfast	1,511.06	1,626.92	(115.86)	-7
6-3600 Music Program Expenses	4,034.54	500.93	3,533.61	705
6-4700 Volunteer appreciation and Thank you gifts	2,518.69	809.65	1,709.04	211
6-4800 Repairs & maintenance	443.11	0.00	443.11	-
6-4900 Representative Sport	13,138.80	0.00	13,138.80	-
6-5200 Sundry expenses	90.00	0.00	90.00	-
6-5400 Superannuation expense	2,325.30	0.00	2,325.30	-
6-5500 Thank You Lunch Expenses	1,769.39	0.00	1,769.39	-
6-6200 Wages & salaries	6,536.00	0.00	6,536.00	-

	Total			
	Actual	Last Year	Variance \$	Variance %
6-6603 Volunteer Grant	1,147.00	0.00	1,147.00	-
6-6604 Class Rep Morning Tea	273.40	0.00	273.40	-
6-6605 Family Assistance	220.00	0.00	220.00	-
6-6606 Movie Night	1,237.50	0.00	1,237.50	-
Total Expense	45,351.15	10,709.93	34,641.22	323.40%
Operating Profit	(32,657.99)	379.68	(33,037.67)	-8702
8-0000 Other Income				
8-1200 Interest income	1,008.33	1,992.48	(984.15)	-49
8-1400 Other Income	0.00	418.00	(418.00)	-100
Total Other Income	1,008.33	2,410.48	(1,402.15)	-58.20%
9-0000 Other Expense				
9-1000 Instruments and Music	0.00	550.00	(550.00)	-100
9-3000 Technology Resources	0.00	92,619.30	(92,619.30)	-100
9-6000 Air Conditioning Units	13,200.00	0.00	13,200.00	-
9-7000 Grounds and Gardens	26,815.11	0.00	26,815.11	-
Total Other Expense	40,015.11	93,169.30	(53,154.19)	-57.10%
Net Profit	(71,664.77)	(90,379.14)	18,714.37	21

Balance sheet report

Cash mode

31 Jul 2024

	Total			
	Actual	Last Year	Variance \$	Variance %
Asset				
1-0001 Banking				
1-1000 Cheque account	2,358.77	(5,181.62)	7,540.39	-146
1-1200 Petty cash	475.60	(107.94)	583.54	-541
1-1400 Savings account	288,313.99	227,423.24	60,890.75	27
68901 Undeposited Funds Accounts	1,917.60	1,610.20	307.40	19
Total Banking	293,065.96	223,743.88	69,322.08	30.98%
1-0002 Current Assets				
1-1180 Undeposited Funds	75.00	75.00	0.00	0
1-1800 Accounts receivable	521.30	521.30	0.00	0
Total Current Assets	596.30	596.30	0.00	0.00%
1-0003 Fixed Assets				
1-2000 Furniture & fittings	12,968.45	12,968.45	0.00	0
Total Fixed Assets	12,968.45	12,968.45	0.00	0.00%
Total Asset	306,630.71	237,308.63	69,322.08	29.21%
Liability				
2-0002 Current Liabilities				
2-11600 MM top ups	(60.00)	(60.00)	0.00	0
2-1800 Accounts payable	(4,093.01)	(4,093.01)	0.00	0
2-22000 Trade Creditors	761.40	761.40	0.00	0
2-2400 GST paid	(14.22)	(14.22)	0.00	0
2-2600 PAYG withholdings payable	16,776.93	4,442.93	12,334.00	278
2-3200 Superannuation payable	8,791.61	(168.14)	8,959.75	-5329
Total Current Liabilities	22,162.71	868.96	21,293.75	2450.49%
Total Liability	22,162.71	868.96	21,293.75	2450.49%
Net Assets	284,468.00	236,439.67	48,028.33	20
Equity				
3-0001 Retained Earnings				
3-1600 Retained earnings	257,970.55	204,105.81	53,864.74	26
Total Retained Earnings	257,970.55	204,105.81	53,864.74	26.39%
3-0002 Current Earnings				
3-1800 Current Earnings	23,621.06	29,457.47	(5,836.41)	-20
Total Current Earnings	23,621.06	29,457.47	(5,836.41)	-19.81%
3-7000 Prior Period Adjustment	(90.88)	(90.88)	0.00	0
Total Equity	281,500.73	233,472.40	48,028.33	20.57%

Profit and loss report

Cash mode

01 Oct 2023 - 31 Jul 2024

	Total			
	Actual	Last Year	Variance \$	Variance %
Income				
4-1000 Sales	222,810.76	228,218.80	(5,408.04)	-2
Total Income	222,810.76	228,218.80	(5,408.04)	-2.40%
Cost of Sales				
5-1100 Food	109,425.93	97,996.62	11,429.31	12
5-1200 Drink	0.00	(655.20)	655.20	100
Total Cost of Sales	109,425.93	97,341.42	12,084.51	12.40%
Gross Profit	113,384.83	130,877.38	(17,492.55)	-13
Expense				
6-1000 Accounting Software	561.53	(892.52)	1,454.05	163
6-2400 Services	1,197.60	10,319.70	(9,122.10)	-88
6-2600 Insurance	0.00	243.16	(243.16)	-100
6-3600 Kitchen & Office supplies	0.00	1,978.20	(1,978.20)	-100
6-4200 Printing & stationery	1,031.11	0.00	1,031.11	-
6-4800 Repairs & maintenance	4,338.53	0.00	4,338.53	-
6-5200 Sundry expenses	0.00	275.00	(275.00)	-100
6-5400 Superannuation expense	15,708.44	6,689.25	9,019.19	135
6-6200 Wages & salaries	69,808.15	63,174.35	6,633.80	10
6-6600 Work cover insurance	0.00	1,465.14	(1,465.14)	-100
Total Expense	92,645.36	83,252.28	9,393.08	11.30%
Operating Profit	20,739.47	47,625.10	(26,885.63)	-56
Other Income				
8-1200 Interest income	3,086.61	1,832.37	1,254.24	68
Total Other Income	3,086.61	1,832.37	1,254.24	68.40%
Other Expense				
9-1000 Other expenses	205.02	20,000.00	(19,794.98)	-99
Total Other Expense	205.02	20,000.00	(19,794.98)	-99.00%
Net Profit	23,621.06	29,457.47	(5,836.41)	-20