

P&C SGM MINUTES

Bull Creek Primary School Parents and Citizens Association

30 March 2021 at 7.00pm in the School Library

In Attendance

Amanda Green (AG), Claire Rogers (CR), Hari Kirupanantler (HK), Janelle Osenton (JO), Jess Thomas (JT), Julie McCarthy (JM), Martin Lau (ML), Michelle Cronin (MC), Nicky Stott (NS), Rachel King (RK), Sharon Marchenko (SM), Wendy Angelatos (WA)

Apologies: Erin Curnow (EC), Helen Britza (HB), Ivonne Whitehouse (IV), Kylie Aitken (KA)

Approval of Minutes

Previous minutes approved. Motioned by JM, seconded by JT

President's Report

AGM was held and members elected.

Election Day Cake stall was held successfully raising \$1,378. Thank you to SM for her assistance on the day.

Crazy Hair Day in honour of Sue Martin was held raising \$756. The P&C should consider this as an annual event. ALL AGREED.

Easter Colouring in is due tomorrow. Thanks to everyone for a large number of egg donations for prizes.

Please encourage people to put in as many entries as possible.

The Snack Shack has been cleared out of P&C material, it is now in the P&C Shed. The P&C is out of the Snack Shack – other than a few sausages and hot dog buns in the freezers.

Treasurers' Report

Motion: Remove Laura Jacobs and Michelle Cronin as signatories from ANZ accounts; adding Janelle Osenton as new signatory to ANZ accounts. ALL AGREED

BOOK CLUB

Last orders for the term have arrived. The Snack Shack is no longer available as it is being used to store old or obsolete IT equipment. Sameeha has offered to sort the books at her house from now on as its more convenient with child minding for the volunteers. CR and Sameeha to look into whether the book orders get delivered straight to Sameeha's house in the future (CR).

CANTEEN

KA sent her apologies for the meeting, however she has indicated to the Committee that she would like to reduce to 2 days per week as soon as possible due to health reasons. KA will formalise this request in writing.

KA has rarely taken a sick day or holiday in the 4-5 years that she has worked at the canteen. Cecilia would fill in on the occasions KA was not available, however Cecilia now has work commitments that conflict with the canteen days, and she was not getting paid to step in to manage the canteen. There is a need to train someone else to assist KA (NS).

NS motioned that a casual canteen assistant position be advertised. The person would need to be prepared to work one day a week, and be available to backfill KA's role when she is not available. ALL AGREED

There are two regular volunteers currently helping in the canteen who have expressed an interest in applying for the role, however it was agreed that it would need to be an advertised process. JO & NS to contact WACSSO to confirm the process for employing a staff member, and liaise with SM/School Admin about the process. JO to write a job description and interview questions, and consult with NS, SM & KA about the process.

Canteen is making some modifications to the menu for Term 2, including butter chicken on a Wednesday. Other menu modifications being considered including a Chicken Burger on a Monday; and teriyaki chicken/teriyaki beef on a Wednesday. These would be purchased from Hello Sushi, therefore no additional cooking would be required.

UNIFORM SHOP

AG has undertaken a stocktake of supplies in the canteen. There were a number of discrepancies between the actual stock and stock registered on QuickCliq. This is mostly as a result of the Uniform Shops fairly flexible arrangements regarding size swaps.

AG has also developed a spreadsheet tracking previous sales at different times of the year to assist in anticipating stock needs in the future. The turnover for the first 3 months of this year is \$13,918. The turnover for the same period last year was \$12,790. The increase is likely to be attributed to additional students this year.

Faction shirts are on order. They are unlikely to arrive in time for the cross country carnival, so old style yellow shirts will need to be provided until the new ones arrive.

Polo shirts will need to be ordered soon. The new jumper stock has arrived.

Glee Shirts are still recorded on QuickCliq. NS confirmed that as we no longer have Glee Club, these shirts can be removed from the stock list and the stock can be removed from the uniform shop.

AG confirmed she is connected to Square which is being used in the uniform shop for card sales.

JM confirmed that the P&C has no involvement with the leavers shirts. They have been ordered already.

FUNDRAISING COMMITTEE

The Fundraising Committee have been very active, they met last week, and AG is Chair.

Gilberts provided \$163 this quarter, \$1,400 since the P&C started its registration. The Fundraising Committee will be promoting our connection with Gilberts to encourage increased participation (NS).

Entertainment Book has paid \$556 so far, there is a current sales promotion that is being promoted by the P&C.

JO/IW have developed a comprehensive spreadsheet of Fundraising options, weblinks, their cost, earning potential and considerations. The Fundraising Committee will keep this up to date, with the intention of using it for planning for future fundraising efforts.

The Committee proposed a few modifications to events in the event calendar. School Admin have approved the changes to the dates, other than the Colour Run which needs to move due to Mass Choir being held on Friday 17th September.

Mothers Day Stall – OW suggested a little booklet of vouchers be developed including items such as a cup of tea, massage voucher, car wash, day of quiet etc. OW is designing the booklet AG will arrange for it to be printed in colour for the committee to collate. The booklet will be sold with a choice of one of 3 items for the child to give to their mum. NS to arrange a small stall for Kindy Kangas on their last day (TBC Tues or Wed) so they can buy an item. AG motioned a request to spend up to \$250 on Mothers Day Gifts. ALL AGREED.

Disco - Colin Krause has agreed to DJ the disco. This will mean Mr H doesn't have to stay late. There will be two different time slots for K-3 and Yrs 4-6. The theme is Spots and Stripes. The P&C would still like to use the schools PA and sound system.

Wine Fundraiser – the P&C has looked into a fundraiser with Wise Winery. Minimum orders would be a dozen bottles delivered to your door. The P&C would receive 20% of funds (approx. \$40/case) from any wine orders via the link provided by the P&C. Minimum spend from the school estimated at \$3,000 (~15 cases = \$600 in funds for the P&C). Beaconsfield Primary School and a number of Catholic Schools use this fundraiser. Victoria Park Primary and Kensington Primary School use a different winery but same initiative. SM made it clear that she and the school do not endorse this fundraiser. It is not appropriate for the school to be connected with alcohol promotion as its against Education Department Policy. After some persistence from the committee SM has tentatively agreed to a 1 month trial of the fundraiser on the condition that it is not promoted in connection with the school – it must not appear on the P&C's Facebook page, Connect, Newsletters or any other school endorsed publications. If a class friendship list or word of mouth is used, it must be clear that it is not endorsed by the school – deliveries must only be made to private home addresses. If any complaints are received at the school the fundraiser must cease immediately. The timing for this fundraiser is to be discussed further by the Fundraising Committee, acknowledging and accepting the schools position.

SM also emphasised that if initiatives like the wine initiative are to be raised again – she expects to be given adequate notice to fully understand the implications and consider the initiative.

PLAYGROUND COMMITTEE

Playground Committee met 29 March. A more detailed specification is being developed to obtain quotes for all three stages of future kindy playground works, as well as repairs to the spider playground and elements of the Ship Shape Playground (JO).

A grant submission for a Ship Shape Playground has been submitted to City of Melville Robin Hood Grants for \$19,500. If shortlisted the community vote on preferred awards. At least 5 grants of up to \$20,000 will be awarded. The Playground Committee have applied for a range of equipment to surround the new playground including a wooden lookout, chin up bars, balance rope, stepping logs, stepping tyres and rocks, as well as ground work and installation costs.

Principal's Report

School Board will now meet twice a term with a view to developing the School Business Plan. The Annual Report will also be considered when the Board meets next.

Parent interview feedback - 74 responses were received to the online survey. This is very low given the importance of the issue, SM suggested the P&C to encourage a lot more responses in the future to ensure the responses are representative. 86% of respondents felt the interviews were valuable. Most would like it later in the term. 10min was considered adequate – responses were 50%/50% regarding length. Parents did not want the interviews held on a pupil free day.

Swimming - JM has recently organised the swimming faction carnival, interschool swimming carnival and swimming lessons, SM and the P&C Committee thanked her for this significant contribution as not all schools get this opportunity. Thanks to all of the other staff and volunteers that helped these events run so successfully.

Chaplin - SM is interviewing for a school Chaplin this week. The Chaplin will work 1 day per week, it is 50% funded by the organisation supplying the Chaplin and 50% funded by the school. Next year the school will apply for government funding for a position 2 days per week, to be funded by the Education Department, with a \$3,000 contribution from the school. The Chaplin is not a religious service, the person can provide 1 on 1 counselling, group sessions, friendship circles and other support as required. If the candidates interviewed are not suitable further candidates will be considered at a later date. It is hoped that by finding the right candidate it will help to secure an ongoing position funded by the government as in the past BCPS has not been successful securing a funded position.

No pupil free day the first day back.

P&C – thank you to all members of the P&C that have been very active. Well done and have safe holidays.

Discussion

Cross Country – Faction carnival held 29 July week 2 Term 3. Interschool cross country 17 August

Athletics – Faction Carnival 8th & 10th Sept, Term 3 week 8.

Reading Rangers – runs the whole year

Pupil free days – Term 2 – 8 June – day after WA day long weekend

Term 3 - 19 July

Term 4 – 11 October

16 December is the last day of school

General business

1. Suggestion Box – see separate attachment below summarizing discussion and actions
2. Draft 5 year plan – all 15 actions were agreed to by the Committee. Minor modifications were proposed to:
 - Action 4: adding seeking grant funding for all playground works
 - Action 7: Agreed to register for SignUp and not Doodle. Motioned that \$200 be approved to register for SignUp asap so that it can be used for Mothers Day and other events. All Agreed.

Discussions included:

- The need to reinstate a cross walk person at Benningfield Road, which JO will look into via the Your Move program
 - Action 6: improved use of Apps to reduce paperwork – parents discussed the need to know whether their kids arrived at school or not and requested whether the school could look into the Safety Net program, which costs approximately \$1500 to establish, so that parents would be notified by text if their child hasn't arrived at school.
 - Action 10: working with retirement village communities. JM is already looking into this and is working with the RAAFA for the Anzac Day service. Also the Choir will visit the RAAFA to do a performance. Gabriela De Perna (parent) is doing her PhD on the benefits of linking children and aged care to reduce isolation and is happy to work with the school on an initiative. JM and Gabby to progress this further and advise how the P&C can get involved,
3. Draft P&C Calendar – approved, see attached.
 4. Class Representatives, Additional class reps need for W10 Kangas, W2, S6 and B4.
CR doing W2, NS doing B4. Still require reps for W10 Kangas and S6. RK to speak to Mrs Pratt re: a class rep.

Any other Business

Canning Districts WACSSO Rep. Applications close 2 April. JO tabled a document outlining the role of the District Representative. No further interest was shown.

The Code of Conduct was tabled for the Committees information.

Next Meeting

4 May 2021 (Term 2 wk 3) - General Meeting

Meeting Closed

8.38pm

Suggestion Box P&C Shed Feb 2021 & additional suggestions

Suggestion	Discussion	Action
A ring of trees should be planted around the outside of the school	There are already a lot of trees at the periphery of the school. If we lose a tree we could plant more.	No further action
The brick wall facing the basket ball court should be re-painted	Already being looked into. Also need to repaint the kindy lunch area. RK's husband originally painted the other side of the basketball fence at a similar time. This will need repainting too. Helen Britza requested that we involve Mrs Perna as a project to upgrade it. No decision on costs made yet, but P&C could possibly pay for paint and materials.	Sharon to speak to Mrs Perna. Helen to follow up if supported by Mrs Perna
There should be a STEM extension program that students can select due to interest not testing	Not practical/ resourced for school to run it. Could consider after hours science program, but paperwork too significant to bring a third party onto school property	No further action.
There should be an art extension program like there is for musical instruments	Not practical/ resourced for school to run it. There are already plenty of out of hours musical programs locally for children to participate in	No further action
The cricket nets should be repaired, and a cricket program started	The cricket nets are managed and maintained by Melville Council. If parents are concerned they could take it up directly with council. It is not something the school would look into.	No further action
The projector screen used at assembly should be lowered	Not clear what is meant	Julie to look into whether this is feasible.
Assembly performances should have a time limit. If kids sing a song there should be a backing track with voice	Overall consensus that the current assembly structure is well balanced allowing as many children to participate as practical. Teachers put a lot of time and effort into their assembly performances to make them age appropriate	No further action
The year 6's should 100% run the assembly. Each assembly 1 teacher should get a merit certificate awarded by the students.	Noted, not considered to be practical.	No further action
Each student should spend 2 days per year working in the canteen (food, money, maths, team work skills)	Students are not permitted into the Canteen under the OH&S and food handling guidelines.	No further action
Teachers should send a monthly email to parents with an update of class activities	Starting class based connect updates next term. Will build on this as teachers become more familiar with the functionality. PD has been conducted for staff.	Trial commencing next term

The canteen should stop selling high sugar drinks	All drinks sold at the canteen are approved by the Canteen Association. There are no high sugar drinks, juice is the highest sugar drink being sold. They could purchase a lower sugar juice (ie watered down fruit drink rather than 96% juice) but that is not currently being considered.	No further action.
The school should do a whole school photo each year	Was done in the past. Too difficult to administer due to practicality of lining up all children and restriction on the number of children that are not to be photographed. Even more difficult with current Covid Restrictions	Noted, but no further action
The P&C should set up a parking committee	Some strategies to address parking will be considered as part of the Your Move program that the school has recently signed up to.	Address through Your Move, rather than a committee.
Consider using ice packs from parents (Lite n Easy, Hello Fresh etc) as the school ice packs for first aid	School has tried Hello Fresh icepacks but they leaked as they melted. The Lite & Easy ones aren't appropriate. The ones from the pharmacy may be appropriate.	Amanda to bring in ice packs for school to consider
Consider making P&C meeting earlier in the day	Preferably change the meeting to 6pm if that is possible to shorten the day for the Admin staff who start early. Representatives at the meeting felt 3.15pm was too early and most could not make it at that time.	Janelle to send out Doodle Poll.
Check which handwriting method the feeder high schools are using (Willettton, Rossmoyne & Leeming) to determine whether it is appropriate to continue to use Victorian Cursive	Feeder schools primarily are computer based. Requested that it be put to the Board to consider changing to NSW Foundation or Qld Modern Cursive Writing on the basis that at least 3 OT's different seeing students at the school have indicated how much more difficult Victorian Cursive is for children to process and form	Admin to take it to the Board
Identify beneficial afterschool activities to be held by a third party contractor ie science club, kids in sport as part of community building activities	Too many forms/ too much paperwork.	

Proposed Year Reps

Year Reps		Nominated
w10 Koalas	kindy	Ivonne Whitehouse
w10 Kangas	kindy	
W8	PP/1	Janelle Osenton
W7	PP	Erin Curnow
W4	Yr 2 / 3	Amanda Green
W6	Yr 1 / 2	Saira Shaheen
W5	Yr 1	Ivonne Whitehouse
W2	Yr 3	Claire Rogers
W1	Yr 3 / 4	Erin Curnow
W3	Yr 2	Olivia Watling
S5	Yr 5	Jasmin Smith
S6	Yr 4 / 5	
S4	Yr 4	Cecilia Kaven
B4	Yr 5 / 6	Nicky Stott
B6	Yr 6	Christine Treacy
B5	Yr 6	Cecilia Kaven

Bull Creek Primary School P&C Association
Treasurer's Report as at 31st March 2021

General P&C Account

Cash Book Reconciliation

Cash Book Balance as at		31 March 2021	
(as per attached Bank Account Reconciliation)		\$	69,138.43
<i>Less</i>	Working Capital requirement	\$	(6,000.00)
<i>Subtotal</i>		\$	63,138.43
<i>Less</i>	Committed Funds:		
	Nature playground	\$	(472.00)
	Plants for outdoor classroom	\$	(600.00)
	Swimming caps	\$	(200.00)
	Kindy area playground refurbishment	\$	(7,824.03)
	Sand & mulch (replenish playground & kindy)	\$	(2,000.00)
	Compassion funds	\$	(200.00)
	Vocab A - Z	\$	(1,000.00)
	Constable Care Road Safety	\$	(5,000.00)
	Personalised marquee (balance)	\$	(2,748.43)
	Music banners	\$	(500.00)
	Library	\$	(2,000.00)
<i>Subtotal</i>		\$	(22,544.46)
Funds available for allocation:		\$	40,593.97

Income and Expenditure Statements

The P&C is reporting a year-to-date operating profit, before donations, of \$14,106.65 as at the date of this report.

In the first quarter, the uniform shop made \$12,849.19 net profit. The election day BBQ also returned \$1,548.74 profit.

Our first donation of the year is \$2,251.27 for the personalized marquee. The balance of the approved amount is to move to 'kindy area playground refurbishment'.

Bull Creek Primary School P&C Association Treasurer's Report as at 31st March 2021

Donations from the P&C to Bull Creek PS in 2021

Items	Amount	Month
Portable marquees	\$ 2,251.27	Mar-21
TOTAL	\$ 2,251.27	

Canteen Account

Cash Book Reconciliation

Cash Book Balance as at 31st March 2021 (as per attached Bank Reconciliation): **\$14,457.18**

The ideal canteen's working balance: \$5,000

Income & Expenditure Statements

We have had a great start to the year. Despite missing the first week of school and interrupted by the in-term swimming, the canteen's net profit is \$2,785.93.

Thanks to all the volunteers.

Appendices

NB: All reports listed are as at 31st March 2021

1. General P&C – Cash Book Reconciliation
2. General P&C – Income and Expenditure Statement
3. Canteen – Cash Book Reconciliation
4. Canteen – Income and Expenditure Statement

Bullcreek Primary School
P&C Account Statement

Account Numbers
016268 219732919, 016268
219732935

Month

Mar 2021

Date	Details	Income Value (\$)	Income Category	Cheque Number	Outgoing Value (\$)	Outgoing Category
General Account - 016268 219732919						
3/03/21	Uniform Purchase - Aussie Grown				\$ 3,589.08	Uniforms - Costs
9/03/21	Uniform Sales - Card	\$ 474.85	Uniforms - Cards		\$ 9.01	Squares Fee
12/03/21	Uniform Sales - Online	\$ 1,100.00	Uniforms - Online		\$ 30.25	QC Commission
15/03/21	Election BBQ	\$ 374.57	Fund Raising - Cards		\$ 7.15	Squares Fee
16/03/21	Uniform Sales - Card	\$ 685.79	Uniforms - Cards		\$ 13.04	Squares Fee
	Reimburse Amanda Green - Election BBQ				\$ 898.00	Fund Raising
18/03/21	Reimburse Janelle Osenton - Election BBQ				\$ 49.98	Fund Raising
	Reimburse Ivonne Whitehouse - Election BBQ				\$ 58.00	Fund Raising
	Reimburse Martin Lau - Xero & Files				\$ 60.20	Miscellaneous
19/03/21	Uniform Sales - Online	\$ 228.00	Uniforms - Online		\$ 6.27	QC Commission
22/03/21	Membership	\$ 28.00	P & C Subs.			
	Uniform Sales - Cash	\$ 247.00	Uniforms - Cash			
	Election BBQ	\$ 2,017.15	Fund Raising - Cash			
23/03/21	Uniform Sales - Card	\$ 190.56	Uniforms - Cards		\$ 3.62	Squares Fee
26/03/21	Uniform Sales - Online	\$ 87.00	Uniforms - Online		\$ 2.39	QC Commission
30/03/21	Gilberts Support Our Schools Donation	\$ 163.00	Fund Raising - Cash			
	Uniform Sales - Card	\$ 398.43	Uniforms - Cards		\$ 7.58	QC Commission
	BCPS - Portable Marquees				\$ 2,251.27	Bull Creek Primary
Savings Account - 016268 219732935						
31/03/21	Credit Interest	\$ 2.41	Interest			

Income Summary

Interest	\$ 2.41
Facilities Room	\$ -
Miscellaneous	\$ -
School Banking Comm.	\$ -
P & C Subs.	\$ 28.00
Fund Raising - Cash	\$ 2,180.15
Fund Raising - Cards	\$ 374.57
Uniforms - Cash	\$ 247.00
Uniforms - Online	\$ 1,415.00
Uniforms - Cards	\$ 1,749.63
Voluntary Contribs	\$ -
Morning Teas	\$ -

Expenditure Summary

Fund Raising	\$ 1,005.98
Uniforms - Costs	\$ 3,589.08
Uniforms - Refunds	\$ -
Bull Creek Primary	\$ 2,251.27
Pre primary	\$ -
Audit	\$ -
Miscellaneous	\$ 60.20
Insurance	\$ -
Petty Cash	\$ -
QC Commission	\$ 46.49
Squares Fee	\$ 32.82

Total income for month : \$ 5,996.76

Total outgoings for month : \$ 6,985.84

Account Reconciliation

Cash Book Balance : START OF MONTH	\$ 70,127.51
Plus Receipts (Income)	\$ 5,996.76
Less Payments (Expenditure)	\$ 6,985.84
Cash Book Balance : END OF MONTH	\$ 69,138.43

Represented by:

Bank Balance : END OF MONTH	\$ 69,138.43
Less Unpresented Cheques	\$ -
Plus Outstanding Deposits	\$ -
Total (Required to equal cash book balance)	\$ 69,138.43

Is account correctly reconciled ?

YES

Unpresented Cheques:

Date	Cheque No.	Amount

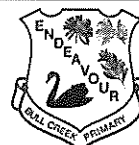
Outstanding Deposits:

Description	Amount

Bull Creek Primary School - P&C Association General Account
Monthly Income Statement for Year Ending 31st December 2021
As at 31st March 2021

[illegible]

Bullcreek Primary School
Canteen Statement



Month

Mar 2021

Account Number
016268 219732927

Date	Details	Income Value (\$)	Income Category	Cheque Number	Outgoing Value (\$)	Outgoing Category
2/03/21	Food Purchases - Hello Sushi				\$ 195.00	Food Purchase
	Petty Cash - Load & Go Card				\$ 400.00	Petty Cash
	Kylie Atkin - Wages				\$ 978.66	Wages
4/03/21	Food Purchases				\$ 1,767.98	Food Purchase
	Brownes \$509.08					
	Just Pizza \$309.40					
	Superstock \$81					
	Distributors \$519.75					
	Westoz \$348.75					
5/03/21	Canteen Sales - Online	\$ 329.70	Online Sales		\$ 9.79	QC Commission
	Canteen Sales - Online	\$ 788.20	Online Sales		\$ 21.68	QC Commission
12/03/21	Canteen Sales - Online	\$ 406.90	Online Sales		\$ 12.08	QC Commission
	Canteen Sales - Online	\$ 996.90	Online Sales		\$ 27.41	QC Commission
16/03/21	Food Purchases - Hello Sushi				\$ 260.00	Food Purchase
	Petty Cash - Load & Go Card				\$ 300.00	Petty Cash
	Kylie Atkin - Wages				\$ 853.55	Wages
19/03/21	Canteen Sales - Online	\$ 384.50	Online Sales		\$ 11.42	QC Commission
	Canteen Sales - Online	\$ 938.90	Online Sales		\$ 25.82	QC Commission
22/03/21	Canteen Sales - Cash (Week 01/03/21)	\$ 315.70	Cash Sales			
	Canteen Sales - Cash (Week 15/02/21)	\$ 431.05	Cash Sales			
	Canteen Sales - Cash (Week 15/03/21)	\$ 447.80	Cash Sales			
	Canteen Sales - Cash (Week 10/03/21)	\$ 469.10	Cash Sales			
	Canteen Sales - Cash (Week 22/02/21)	\$ 654.85	Cash Sales			
26/03/21	Canteen Sales - Online	\$ 386.00	Online Sales		\$ 11.46	QC Commission
	Canteen Sales - Online	\$ 788.40	Online Sales		\$ 21.68	QC Commission
30/03/21	Quickclq				\$ 94.50	Miscellaneous
	Petty Cash - Load & Go Card				\$ 200.00	Petty Cash
	Food Purchases - Hello Sushi				\$ 275.00	Food Purchase
	Kylie Atkin - Wages				\$ 978.66	Wages

Income Summary

Cash Sales	\$ 2,318.50
Interest	\$ -
Miscellaneous	\$ -
Online Sales	\$ 5,019.50
Card Sales	\$ -
Other	\$ -
	\$ -
	\$ -

Expenditure Summary

Wages	\$ 2,810.87
Food Purchase	\$ 2,497.98
Equipment	\$ -
Petty Cash	\$ 900.00
Taxation	\$ -
Miscellaneous	\$ 94.50
Superannuation	\$ -
QC Commission	\$ 141.34
Card Refunds	\$ -

Total income for month : \$ 7,338.00

Total outgoings for month : \$ 6,444.69

Account Reconciliation

Cash Book Balance : START OF MONTH	\$ 13,563.87
Plus Receipts (Income)	\$ 7,338.00
Less Payments (Expenditure)	\$ 6,444.69
Cash Book Balance : END OF MONTH	\$ 14,457.18

Represented by:

Bank Balance : END OF MONTH	\$ 14,457.18
Less Unpresented Cheques	\$ -
Plus Outstanding Deposits	\$ -
Total (Required to equal cash book balance)	\$ 14,457.18

Is account correctly reconciled ?

YES

Comments:

Unpresented Cheques:

Date	Cheque No.	Amount

Outstanding Deposits:

Description	Amount

Bull Creek Primary School Canteen
Monthly Income Statement for Year Ending 31st December 2021
Current to: 31st March 2021

Income	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD	Last Yr Total
Cash Sales		302.50	2,318.50										2,621.00	13,876.20
Interest Income													0.00	0.00
Miscellaneous													0.00	0.00
Online Sales		2,837.20	5,019.50										7,856.70	33,698.80
Card Sales													0.00	0.01
Other													0.00	36,652.00
Total Income	0.00	3,139.70	7,338.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,477.70	84,227.01
Expenses														% sales
Food Purchases		50.00	2,497.98										2,547.98	97%
Petty Cash - Food	400.00	200.00	900.00										1,500.00	150%
Wages		517.92	2,810.87										3,328.79	37%
Wages - Taxation													0.00	127%
Superannuation													0.00	0%
Workers Comp Ins													0.00	0%
Equipment													0.00	0%
Miscellaneous Fees etc			94.50										94.50	3%
Quick Cliq Commission		79.16	141.34										0.00	0%
Card Refunds													220.50	2%
Total Expenditure	400.00	847.08	6,444.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4%
													7,691.77	8%
													0.00	0%
This Year														
Profit & (Loss)	Month	2,292.62	893.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,785.93	203%
	Year to Date	-400	1,893	2,786										
Transfers (to)/from general account		10,000											10,000	
Last Year														
Profit & (Loss)	Month	-360	2,139	-1,204	-5,081	10,139	2,178	4,941	2,649	5,883	2,348	-1,330		
	Year to Date	-360	1,779	576	-4,506	5,633	7,812	12,753	15,402	21,247	29,477	28,147	28,147.31	203%