



P&C MINUTES

Bull Creek Primary School Parents and Citizens Association

15 February 2023 at 6.30pm in the Library & on Teams

In Attendance

Amanda Green (AG), Bing He (BH), Helen Britza (HB), Ivonne Whitehouse (IV), Ivan He (IH), Lisa Molony (LM), Janelle Osenton (JO), Julie McCarthy (JM), Martin Lau (ML), Maria Masilang (MM -Teams) Melissa Turner (MT), Michelle Blake (MB), Ming Kok (MK), Luxman Dharmakularajah (LD), Olivia Watling (OW - Teams), Sharon Marchenko (SM), Tahmina Anwari (TA -Teams), Alison Gorman (FLDC)

Apologies: Ana Haynes (AH), Dilshad Dhaliwal (DD), Nicky Stott (NS), Michelle Cronin (MC), Melissa Turner (MT), Samiha Olwen (SO), Rachel King (RK), Tracey Owen (TO)

Welcome

Martin Lau is acting Chair for the meeting in NS absence. He welcomed all first-time attendees.

Approval of Minutes

Previous minutes approved. Motioned by AG, seconded by HB.

Business Arising from Previous Minutes

1. Celebration Night Bbq

Thank you to the church volunteers. It meant parents could watch the celebration night event. SM requested cooking started earlier. There were some issues with the bbq and set up. The volunteers didn't have much experience. Huge thank you to Chris for organising it all, working hard on the night and doing all the preparation.

2. Camp Australia

The transition is going well. They are having teething issues. SM is working through those issues with them. They need a few more staff.

SM recognises that the removal of playground access for families after school is a challenge and has upset some people but Camp Australia have contracted exclusive rights to use the equipment and it makes it much easier to supervise the kids that are allocated to Camp Australia.

For issues about individual children then please contact Camp Australia directly. If you aren't satisfied then please let SM know. For bigger issues that relate to overall care please let SM know.

The vests, lanyards, transitions to & from the classroom need some work but they have responded to the feedback.

The school did not appreciate that there was negative feedback on P&C Facebook regarding a Camp Australia issue at another school, that is not helpful. We don't want to tarnish the reputation at our school.

They will pick up and drop off K, Ps and 1s from class.

The online booking system is good.

3. Spriggy Schools/ QuickCliq

The transition took place from Term 1 this year. It's a much better system. Very easy for parents to order.

The back end is incredibly challenging, especially with parents that don't know the system and are still ordering from QuickCliq. AG has had to contact each family member and ask them to re-order on Spriggy due to stock control issues. Quick Cliq is now closed.

The school website had the wrong link AG has fixed that today.

The LDC didn't have access to it- ML/AG to look into that.

Some families were frustrated by the transition process.

A HUGE thank you from all of us to AG for helping to manage the transition and doing so much work in the uniform shop.

Jane Griffiths to assist AG with running the uniform shop and possibly run it next year.

4. Street Library -. No progress

President's Report (NS)

Fundraising committee has been in full swing for organizing the Welcome Picnic.

NS thanked JO and MC for assisting her cleaning out the P&C Shed on a hot day. It was a lot of work but looks great. Thanks also to Chris Hodson for fixing the bbq ready for the Welcome Picnic.

Re: AGM if anyone wants to put their hand up for the committee please consider it.

Treasurers' Report (MM)

See attached report which was circulated prior to the meeting. Thanks MM.

In a strong financial position.

There was discussion over whether all P&C payments had been received from last year, as the numbers were down. JM confirmed that reminders are sent to parents. There is a report about how much comes through from the previous stationery supplier. Campion will also provide that report to the school.

JO noted that there are a few items allocated for payment that the school has not yet billed the P&C for (year 6 graduation and celebration night book vouchers).

Swimming caps can be removed as they'll no longer be needed. No interschool swimming carnival this year.

MM to leave all ongoing items ie membership fees etc in the committed funds ready for the upcoming 2023 fees.

Committee Reports

BOOK CLUB (AH)

\$500 credit given to the library. \$160 credit still in the account. JM requested vouchers for the Aussie of the month (\$20 x 16 vouchers = \$320).

Next orders close this Friday.

CANTEEN

No formal update from Kylie.

The website doesn't currently have a canteen menu. Kylie to arrange to update it and circulate it.

A few issues with the transition to Spriggy. Some orders didn't come through because parents aren't familiar with Spriggy Schools.

UNIFORM SHOP

Uniform Shop turned over \$9,234 since 1st Feb. Approximately \$5,000 in Square takings which is mostly in person. There are a lot of new families ordering who aren't on the system yet. It has been difficult for AG to manage. There have been big queues and people are having to wait a long time to get their order. There was no response to call out for extra volunteers to help but Jane Griffiths has been helping each week.

AG wants to encourage people to do more orders online. She can open the uniform shop so people can see what they want & then order on Spriggy, that would make it easier to manage stock levels. With face to face orders AG has to manually control the orders.

Admin to consider whether clothing sizes could be in the front office.

FUNDRAISING COMMITTEE (HB)

Welcome picnic – the school used to run it prior to Covid. This is the first time it's been run in 3 years. Please encourage people to come.

There'll be a sausage sizzle. Please come and help at the bbq. A lot of dads & mums come after work and get a meal.

SM approved the kids doing chalk drawing on the netball courts. She also approved that the Sheoak Toilets be open.

Nic Gascoyne to be the DJ, encouraging some dancing and games.

Movie night is scheduled. An update will be provided at the next meeting. The movie hasn't been confirmed yet but its always family friendly.

Requested that the canteen area be used, with the roller doors up, to show the movie. SM approved as long as it will fit the numbers.

Also considered two sittings (older and younger kids/families but this probably isn't practical for families senior and junior kids.

Colour run – had 20th October pencilled in. If we are first 50 schools you get the free run through banner.

2023 P&C Calendar of Events – final draft

Term 1

Week 3	Friday	17 Feb	Welcome picnic –Helen - food trucks, glitter tatoos (gold coin donation)
Week 5	Tuesday	28 Feb	Paul Litherland – run by school, paid by p&c
Week 8	Friday	24 March	Movie Night - Liv & Steve @ school in Canteen area –
Week 9/10			Easter raffle/colouring in - Nicky

Term 2

Week 3	Friday	12 May	Mother's Day breakfast - all
Week 5	Sunday	28 May	?Busy Bee - Janelle
Week 8	Friday	16 June	Disco –Sarah- @school 4:30 to 6:30pm, canteen area, Chris bbq , -

Term 3

Week 3	Saturday	5 August	?Quiz night TBC – at Leeming Spartans Club (free venue from Dr Jags)– only if volunteers come forward
Week 7	Thursday	31 August	Father's Day breakfast
Week 7	Wednesday	6 September	Lanternenlauf - ?Katharina

Term 4

Week 2	Friday	20 October	Colour Run – Amanda – still using outside company
Week 5	Saturday	11 November	Fathering project camp out - Martin
Week 10	Tuesday	12 December	Celebration night – Chris bbq

??Art sculpture walk if going ahead next year

PLAYGROUND COMMITTEE (JO)

No progress re: Ship Shape project. School has had a lot of other issues to prioritise at the start of the school year.

School had time to get a quote to remove sand from the playground area. Quote was \$6,800. SM requested that the P&C pay that amount or get some volunteers or other contractors in to remove the sand. JO advised that as per previous minutes the proposal is that once we have a bob cat & truck on site as part of the Ship Shape project they should be able to do it cheaper.

JO proposed that the Fathering Project group organise the Busy Bee. ML to consult dads group about it.

FATHERING PROJECT

Camp out is proposed for November. Some small scale events during the year. A pub catch up was recently held with 5 parents.

Principal's Report (SM)

See attached report.

Discussion:

BYOD -delays from Ipad suppliers put pressure on IT trying to get getting the software uploaded. Will try to provide a bigger lead in next year.

School Chaplin - hours have increased. The school funded 1 day, the Education Department funded 2 days. She is there for students, parents and staff. Including issues outside of school ie can help with personal issues as well as issues with the kids.

School Board - Sara & Darren (previous parents) stayed on to help with the school review. Need one new parent member. It has a different role from the P&C.

Correspondence

- WACCSO call for a State Council rep members
- WASCA membership renewal
- WACCSO newsletters
- Brochures for canteen, uniform shop and fundraising

General business

1. Just one thing flyer

JO printed and counted out flyers for all parent info sessions. Most info sessions they weren't provided to so were circulated via the teachers.

JO requested volunteers to data enter the Just One Thing Flyers. No one volunteered

JO proposed that we pay OW for a few hours to enter the database and contact volunteers. All agreed.

2. AGM preparation

Draft 5 year plan was circulated with minutes. All to read and suggest modifications prior to the AGM. It includes an action to start planning for the 50 year school reunion (2025); the P&C supporting health programs, in addition to sustainability; has been included. Covid references have mostly been removed, and there was an update on a few of the actions that have been completed.

There are people prepared to stand for most of the P&C roles. Still needing a volunteer coordinator and a communications person.

NS, JO and ML met with TA regarding a handover and understanding more about the role.

Massive thank you to NS for her role as President over the last 2 years and steering the ship through the new Principal and Covid transition.

3. Start of school year feedback from parents

School year was off to a good start. It was proposed that the following actions be considered for next year:

1. Put out the class list earlier and or consider sending class list out electronically
2. Permit parents and kids into classes the afternoon before school starts so they can orient themselves with the classroom and teacher, and drop off the stationery boxes.
3. Open the classroom earlier on the first morning of school. It was too chaotic having 300 families all arriving by car in the same 15 minute window. People have to drive to get their stationery boxes to class. Families with more than one child can not park, drop off stationery and get their kids into class if the available window is only 8.40am – 8.50am.
4. Let parents know when it will be out so that people are clear of the schools programming and first day expectations a few weeks in advance.

SM took all this on notice to be considered for next year. She advised that there were changes to the school enrollments, so they had some classes change from splits to straights. There were 10 new enrollments between Friday and Monday.

The school is trying to find a solution to manage the communication of class lists given last minute changes to enrollments.

It was noted by parents that there were mostly straight classes and smaller classes this year and the parents were grateful for that.

4. Traffic/ parking

Reminders have gone out on Connect. If parents aren't doing the right thing, please nicely remind them as some new parents won't be familiar with the traffic flow expectations.

The carpark funding has not been received so there are delays to managing that.

The scooter rack is now in the bike shed, thanks to Your Move funding.

JM to arrange a hands up survey. Mr Tisdale is the new sustainability teacher so he will be able to assist with that too.

5. WhatsApp groups – Every parent be mindful about what goes on there. There were derogatory things in one of the groups about a staff member and a parent. You can be taken to court and receive a

misconduct order if there is an issue. If you are parent rep and there is inappropriate use please try to manage it and/or report it to admin. These WhatsApp/Facebook groups should not be a forum for complaints or issues and it should not contain anything personal about a child, parent or teacher – if a parent has an issue relating to school it should be discussed with the school directly. Please do not write inappropriate things.

JO reiterated that the bulk of content on these pages is positive – it results in good community building, communication of P&C and school messages. SM agreed and hopes they continue to be used ONLY in a positive way.

6. Playground – MK raised the issue about not being allowed to use the playground after school. He requested that we come to a compromise re: the timing for parents to meet. SM reiterated that she understands that people don't like the decision. She would prefer that parents make catch ups offsite. At Camp Australia if the kids didn't go out to the playground immediately (because other students were using the playground) there were too many children in an enclosed space. Camp Australia is paying the school to use the premises. There is currently no room to move on the issue. Parents requested whether the kids play on the other playground or other undercover areas? The current answer is no as Camp Australia have rights to most of the undercover areas in the school until 6pm. They are required to meet their licencing requirements and they are likely to get inspected as part of their new set up.

Next Meeting

14 March - AGM

Meeting Closed

8.10pm



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Principal's Report – Week 3

Welcome to 2023, this year has started smoothly with the students settling into class and routines quickly.

Staff

We welcome three new staff members to Bull Creek, Mrs Rolfe in Year 2, Mr Pascoe in Year 5 and Mr Fairhead Physical Education.

Camp Australia

We welcome Camp Australia to our Bull Creek community. We all enjoyed their launch events with the free morning coffee and the farm animals in the afternoon. The staff have done an amazing job setting up the amenities centre with engaging and inviting resources that promote curiosity and engagement.

On-Entry Assessment

The Early Childhood staff will be completing the On-Entry with students in Pre-primary and Year One. This assessment provides teachers and families with valuable information about each student's literacy and numeracy skills. The data informs and guides the teaching and learning programs.

Kindergarten Orientation

An information session will be held in the library on 22 February for new parents. The sessions will cover health and wellbeing aspects of the school and guest speakers will provide information about their services.

Reading Rangers

Ms Owen will resume Reading Rangers in Week 5 this term in the library with the student leadership team.

BYOD

The Year 3 classes have begun their BYOD journey. To date we have a 90% uptake rate which is fantastic. Scott is still completing the set up on some student iPads. The students are learning many new educational skills already and the program is being led and supported by Mrs Twist.

Parent Meetings

Classroom teachers are conducting parent meetings in Weeks 2,3 & 4. Please ensure you make time to attend your child's class meeting. Thank you to Nicky for making the P&C video for all staff to show at their class meetings.

Chaplain

Pauline Hough's days have been extended and she will now be onsite Wednesday, Thursday & Friday. The Chaplain is a valuable resource and staff member for the students, staff and community.

School Board Nominations

The school is looking for a new parent representative to take up a position on the School Board. Nomination expression of interest went out on Connect on Monday.

Prefect Assembly

The Prefect assembly will be held this week which will highlight the roles of the student leadership team. Badges will be awarded to students at the assembly.

Paul Litherland – Cyber Safety

The staff would like to thank the P&C for paying for the Paul Litherland incursion every two years. This is very important for our students and parents to keep up to date with the latest cyber safety strategies.

School Psychologist

The school has increased Jon Heath's time and he will be onsite on Wednesdays and Fridays.

Triple P Positive Parenting

Jon Heath, our School Psychologist is facilitating the three-week Positive Parenting Program. These sessions will be held in the school library and be found on our website.

<https://www.bullcreekps.wa.edu.au/student/health-well-being/triple-p/>

Seminar 1: The Power of Positive Parenting

Next session **Wednesday 3 March 2023 @ 8.50 am (Library)**

Seminar 2: Raising Confident, Competent Children

Next session **Wednesday 10 March 2023 @ 8.50am (Library)**

Seminar 3: Raising Resilient Children.

Next session **Wednesday 17 March 2023 @ 8.50am (Library)**

Welcome Picnic

Thank you to the P&C for organising this event. It is encouraging that we are able to bring this event back to the calendar to welcome our new families.

I look forward to working with the new incoming P&C executive team for 2023 and hope we have a productive year that benefits all students and the Bull Creek community.

Kind regards

Sharon Marchenko

Principal

**Bull Creek Primary School P&C Association
Treasurer's Report as at 31 January 2023**

General P&C Account

Cash Book Reconciliation

Cash Book Balance as at		31 January 2023	
(as per attached Bank Account Reconciliation)		\$	67,570.15
<i>Less</i>	Working Capital requirement	\$	(6,000.00)
<i>Subtotal</i>		\$	61,570.15
<i>Less</i>	Committed Funds:		
	Swimming caps	\$	(200.00)
	Ship Shape Nature Circuit (due July 2023)	\$	(19,550.00)
	Year 6 graduation	\$	(800.00)
	Administration costs	\$	(1,000.00)
	Fees (Quickcliq, Square, Insurances, Affiliation)	\$	(2,500.00)
	SignUp membership	\$	(200.00)
	Celebration night book vouchers (Endeavour Awards)	\$	(360.00)
	Fathering Project Membership	\$	(1,000.00)
	Busy Bee Materials	\$	(1,000.00)
	Paul Litherland	\$	(1,500.00)
	Sculpture Walk	\$	(250.00)
	Uniforms	\$	(8,000.00)
	Street Library	\$	(500.00)
<i>Subtotal</i>		\$	(36,860.00)
Funds available for allocation:		\$	24,710.15
Note:			
Swimming caps - still required?			

Income and Expenditure Statement

Year-ended 2022

The P&C reports a profit of \$23,898.24 as at the end of 2022. Uniform sales, P&C voluntary contributions and fund raisings were the three largest contributors to the 2022 profits amounting to \$ 12,925.81, \$ 8,310.00 and \$ 7,251.47, respectively.

P&C has donated a total of \$54,398.27 to Bull Creek Primary School in 2022. This is summarized as follows:

**Bull Creek Primary School P&C Association
Treasurer's Report as at 31 January 2023**

2022 DONATION SUMMARY		\$ 54,398.27
Item	Month	Amount
iPads	Apr-22	\$ 17,078.48
K/PP Playground	Jun-22	\$ 29,500.00
Emerging Youth	Jun-22	\$ 805.50
Constable Care	Jun-22	\$ 1,418.00
Bike Path	Aug-22	\$ 4,420.00
Tear Drop Flag	Oct-22	\$ 497.20
Year 6 Graduation	Nov-22	\$ 359.09
Book Vouchers	Dec-22	\$ 320.00

Month-ended January 2023

The P&C reports a profit of \$ 4,183.20 as at 31 January 2023. Majority of the profit was generated from uniform sales.

Canteen Account

Cash Book Reconciliation

The Canteen Cash Book Balance as at 31 January 2023 (as per attached Bank Reconciliation) is \$ 20,778.01.

Income & Expenditure Statement

The Canteen has made a profit of \$ 7,851.96 in 2022 which was up by 74% from \$ 4,499.97 profit generated in 2021.

Major expenses in 2022 include the following:

- Food purchases \$74,391.87
- Wages \$33,821.66
- Taxation \$2,836.79
- Superannuation Payment \$2,295.10

The Canteen has spent \$ 3,245.17 during the month of January 2023 in preparation for the new school year. Understandably, there was no income generated by the Canteen in January 2023.

Appendices

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

Bull Creek Primary School - P&C Association General Account
Monthly Income Statement for Year Ending 31st December 2022
As at 31 December 2022

Income	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD	Last Yr Total
Interest Income	0.64	0.59	0.65	0.60	0.67	1.19	5.50	10.74	13.44	24.77	32.66	36.27	127.72	23.00
Sales - Uniform Shop (cash)	843.00	843.00		405.00	405.00	2,390.30		1,574.97	250.00			1,933.00	7,396.27	2,334.00
Sales - Uniform Shop (online)	2,473.00	1,897.76	856.00	556.00	920.00	662.00	464.00	733.01	526.00	389.00	1,600.00	2,666.50	13,743.27	15,913.82
Sales - Uniform Shop (cards)	4,057.69	1,117.84	725.51	101.90	1,678.35	604.26	586.95	459.58	115.41	225.19	447.82	1,691.53	11,812.03	14,658.40
School Banking Commission													0.00	0.00
P & C Subscriptions	14.00	23.90	258.00	106.70	1,434.65	99.70	2,856.90	1,070.36	1,644.45			65.00	7,573.66	45,042.60
Fund Raising (cash)				42.00			556.80	1,465.00	4,877.50	460.45			7,359.75	2,389.23
Fund Raising (cards)						60.00	8,250.00					98.00	8,310.00	10,350.00
Sundry/Misc.													0.00	0.00
P & C Voluntary Contribs													0.00	0.00
Assembly Tea & Coffee													0.00	0.00
Total Income	6,545.33	3,883.09	1,868.16	807.20	4,498.67	11,907.75	1,156.15	6,346.00	3,528.11	7,160.91	2,540.93	6,490.30	56,732.60	90,739.05
Expenses														
Fundraising Costs						703.37		1,083.37	2,500.00	3,394.60			7,681.94	8,972.52
Uniform - Costs		4,369.98	752.40	2,247.80	401.78	2,520.11	1,220.18		828.85	1,011.95	2,217.11	4,455.60	20,025.76	23,265.41
Uniform - Refunds													0.00	0.00
Audit Fees													0.00	0.00
Miscellaneous				30.00	118.00	936.45	197.20		423.97		478.90	215.95	2,400.47	1,774.89
Insurance						1,169.37	945.00						2,114.37	859.00
Affiliation Fees													0.00	0.00
Petty Cash													0.00	0.00
Reimbursements													0.00	0.00
Quick Cliq Commissions	78.89	53.62	27.30	17.74	29.34	17.30	11.74	18.55	13.31	9.84	40.47	67.46	385.56	464.36
Squares Fee	77.13	25.08	13.80	1.94	31.94	11.48	11.14	15.91	1.45	4.28		32.11	226.26	311.94
Total Expenditure	156.02	4,448.68	793.50	2,297.48	581.06	5,358.08	2,385.26	1,118.43	3,767.58	4,420.67	2,736.48	4,771.12	32,834.36	35,648.12
Profit & (Loss)	6,389.31	-565.59	1,074.66	-1,490.28	3,917.61	6,549.67	-1,229.11	5,227.57	-239.47	2,740.24	-195.55	1,719.18	23,898.24	55,090.93
Donations to School				10,000.00	3,167.00	31,723.50		8,331.48		497.20	359.09	320.00	54,398.27	18,487.00
Transfers to/(from) canteen													0.00	-10,000.00
Increase (Reduction) in Cash Surplus	6,389.31	-565.59	1,074.66	-1,490.28	750.61	-25,173.83	-1,229.11	-3,103.91	-239.47	2,243.04	-554.64	1,399.18	-30,500.03	46,603.93
Cash Balance @ End of Mth	100,276.29	99,710.70	100,785.36	89,295.08	90,045.69	64,871.86	63,642.75	60,538.84	60,299.37	62,542.41	61,987.77	63,386.95		



Month **Dec 2022**

Account Number
016268 219732927

Date	Details	Income Value (\$)	Income Category	Cheque Number	Outgoing Value (\$)	Outgoing Category
2/12/22	Canteen Sales - Cash	\$ 639.70	Cash Sales			
	Canteen Sales - Online	\$ 956.40	Online Sales		\$ 24.20	QC Commission
	Canteen Sales - Card	\$ 1,413.12	Online Sales			
	Canteen Sales - Online	\$ 1,635.90	Online Sales		\$ 41.39	QC Commission
6/12/22	Olivia Watling - Back Pay				\$ 207.39	Wages
	Olivia Watling - Wages				\$ 642.07	Wages
	Kylie Atkin - Back Pay and Bonus				\$ 709.50	Wages
	Kylie Atkin - Wages				\$ 1,420.00	Wages
	Snow Sushi/Kiju Lee				\$ 1,557.00	Food Purchase
7/12/22	Brownes				\$ 1,584.74	Food Purchase
	Just Pizza				\$ 2,006.30	Food Purchase
9/12/23	Canteen Sales - Online	\$ 682.50	Online Sales		\$ 17.27	QC Commission
	Canteen Sales - Online	\$ 1,433.49	Online Sales			
	Canteen Sales - Online	\$ 1,689.10	Online Sales		\$ 42.73	QC Commission
	The Distributors				\$ 941.00	Food Purchase
12/12/23	Petty Cash - Load & Go Card				\$ 800.00	Food Purchase
14/12/22	Canteen Sales - Cash	\$ 595.00	Cash Sales			
16/12/22	Canteen Sales - Online	\$ 654.22	Online Sales			
	Canteen Sales - Online	\$ 861.90	Online Sales		\$ 21.81	QC Commission
	Canteen Sales - Online	\$ 2,404.10	Online Sales		\$ 60.82	QC Commission
19/12/22	Olivia Watling - Wages				\$ 439.37	Wages
	Kylie Atkin - Wages				\$ 1,274.75	Wages
	Snow Sushi/Kiju Lee				\$ 1,938.00	Food Purchase
20/12/22	Canteen Sales - Cash	\$ 591.85	Cash Sales			
	Canteen Sales - Cash	\$ 608.20	Cash Sales			

Income Summary

Cash Sales	\$ 2,434.75
Interest	\$ -
Miscellaneous	\$ -
Online Sales	\$ 11,730.73
Card Sales	\$ -
Other	\$ -

Expenditure Summary

Wages	\$ 4,693.08
Food Purchase	\$ 8,827.04
Equipment	\$ -
Petty Cash	\$ -
Taxation	\$ -
Miscellaneous	\$ -
Superannuation	\$ -
QC Commission	\$ 208.22
Card Refunds	\$ -

Total income for month : \$ **14,165.48**

Total outgoings for month : \$ **13,728.34**

Account Reconciliation

Cash Book Balance : START OF MONTH	\$ 23,586.04
Plus Receipts (Income)	\$ 14,165.48
Less Payments (Expenditure)	\$ 13,728.34
Cash Book Balance : END OF MONTH	\$ 24,023.18

Represented by:

Bank Balance : END OF MONTH	\$ 24,023.18
Less Unpresented Cheques	\$ -
Plus Outstanding Deposits	\$ -
Total (Required to equal cash book balance)	\$ 24,023.18

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 2023
Current to: 31 December 2022

Income	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD	Last Yr Total	% sales
Cash Sales	628.65	2,366.10	1,748.40	2,259.45	3,500.75	1,217.05	1,070.30	2,634.55	2,434.75				17,860.00	19,482.85	54%
Interest Income													0.00	0.00	4%
Miscellaneous	95.00												95.00	200.00	26%
Online Sales	5,712.40	6,427.10	7,537.90	7,749.60	5,843.53	17,411.54	17,204.02	10,367.67	14,928.34	11,730.73			110,168.13	62,232.40	2%
Card Sales													0.00	0.00	2%
Other													0.00	0.00	0%
Total Income	0.00	6,436.05	8,793.20	5,255.30	9,286.30	10,009.05	5,843.53	20,912.29	18,421.07	11,437.97	17,562.89	14,165.48	128,123.13	81,915.25	
Expenses															
Food Purchases	335.00	5,606.59	3,934.53	2,193.93	7,716.33	2,982.89	13,576.11	7,917.21	6,737.74	8,864.50	8,827.04		68,691.87	39,244.39	201%
Petty Cash - Food	400.00	900.00	400.00	400.00	400.00	400.00	1,200.00	800.00					5,700.00	7,700.00	40%
Wages	1,197.00	4,126.97	1,642.19	2,762.35	2,562.40	1,424.05	5,678.02	3,925.59	1,833.69	3,976.32	4,693.08		33,821.66	22,464.35	115%
Wages - Taxation		557.32			725.47				1,554.00				2,836.79	1,960.00	10%
Superannuation		288.00			696.00				1,311.10				2,295.10	2,381.92	12%
Workers Comp Ins													0.00	0.00	0%
Equipment				1,477.00	59.00		1,043.00						2,579.00	218.00	1%
Miscellaneous Fees etc	95.00			463.00	628.00	229.50	199.00						1,614.50	1,605.15	8%
Quick Cliq Commission	188.43		211.73	172.94	247.50	210.22	143.98	437.82	425.12	257.70	228.59	208.22	2,732.25	1,841.47	9%
Card Refunds													0.00	0.00	0%
Total Expenditure	400.00	2,215.43	10,845.29	6,994.98	7,480.78	11,410.95	7,000.39	22,164.45	13,067.92	11,893.23	13,069.41	13,728.34	120,271.17	77,415.28	
This Year Profit & (Loss)	-400.00	4,220.62	-2,052.09	-1,739.68	1,805.52	-1,401.90	-1,156.86	-1,252.16	5,353.15	-455.26	4,493.48	437.14	7,851.96	4,499.97	23%
Transfers (to)/from general account	-400	3,821	1,769	29	1,834	432	-724	-1,977	3,377	2,921	7,415	7,852	0	74%	

Month	Year to Date	Month	Year to Date
Profit & (Loss)	4,499.97	Profit & (Loss)	4,499.97
Transfers (to)/from general account	74%	Transfers (to)/from general account	23%

Bull Creek Primary School Canteen
Monthly Income Statement for Year Ending 31st December 2023
Current to: 31 January 2023

Income	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total YTD	Last Yr Total
Cash Sales													0.00	17,860.00
Interest Income													0.00	0.00
Miscellaneous													0.00	95.00
Online Sales													0.00	110,168.13
Card Sales													0.00	0.00
Other													0.00	0.00
Total Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	128,123.13
Expenses														% sales
Food Purchases	3245.17												3,245.17	#DIV/0!
Petty Cash - Food													0.00	#DIV/0!
Wages													0.00	#DIV/0!
Wages - Taxation													0.00	#DIV/0!
Superannuation													0.00	#DIV/0!
Workers Comp Ins													0.00	#DIV/0!
Equipment													0.00	#DIV/0!
Miscellaneous Fees etc													0.00	#DIV/0!
Quick Cliq Commission													0.00	#DIV/0!
Card Refunds													0.00	#DIV/0!
Total Expenditure	3,245.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,245.17	120,271.17

This Year Profit & (Loss)	Month	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,851.96	44%
	Year to Date	-3,245.17	-3,245.17													

Transfers (to)/from general account 0

Last Year Profit & (Loss)	Month	-400	2,293	893	-1,081	2,607	335	133	1,884	276	859	-3,005	4,499.97	25%
	Year to Date	-400	1,893	2,786	1,705	4,312	4,647	4,354	6,371	6,646	7,505	4,500		