

**Minutes of Meeting**  
**General Meeting of the Ashdale Primary P&C Association Inc.**  
**Tuesday 17<sup>th</sup> March 2020**  
**Started 7pm - Finished 8:10PM**

**Chairperson:** Tania Thomas

**Present:** Tania Thomas, Christy Craig, Amanda Neu, Mel Weinert, Anneke Alberink, Sacha Murton, Arlene McKinney, Preeti Kothari, Mike Scholefield, Shirree Blazeski, Zahirah Ismail, Dionne Leighton-Harris, Clare Faulkner, Rebecca Dack, Michelle Graneri, Erryn Siva, Martin Speter, Riarnne Wardle, Kylie Frazer, Jocelyn Crook.

**Apologies:** Sarah Philip, Vicki Angage, Frances Forrest, Neha Shah, Komal Pithia.

	Subject Matter	Notes
1	<b>Meeting opened at 7pm by Tania Thomas.</b> <ul style="list-style-type: none"> <li>Highlighted that time frame for meeting set for 1hr.</li> <li>Quorum Present: Confirmed attendance of 10 financial members.</li> <li>Apologies were named.</li> <li>Welcomed members in attendance and acknowledged Mrs. Craig as current Principal of Ashdale Primary School.</li> </ul>	
2	<b>Confirmation of previous Minutes of Meeting.</b> <b><u>MOTION 1:</u> Motion passed confirming that the minutes of the Annual General Meeting which took place on 12th Feb 2020 to be an accurate record.</b>	
3	<b>Nomination and election for the Vice-President position</b> <ul style="list-style-type: none"> <li>Submission of interest received from: Amanda Neu, Preeti Kothari and Mike Scholefield.</li> <li>Preeti Kothari was nominated by Tania Thomas, seconded by Arlene McKinney.</li> <li><b>Confirmation that Preeti Kothari is new Vice President of Ashdale Primary P&amp;C Association Inc.</b></li> </ul>	
4	<b>Matters arising from previous minutes:</b> <ul style="list-style-type: none"> <li>Tania to look at pinning the new Facebook T&amp;Cs to the FB page and circulate to individual 'Year' FB groups.</li> </ul>	Ongoing, carry forward
5	<b>Correspondence:</b> Received, Yes	
6	<b>President's Report:</b> Received and delivered at meeting.	
7	<b>Principal's Report:</b> Not received electronically, Mrs. Craig presented in person and reiterated that directives are constantly changing on par with overall situation surrounding Covid-19.	

**General Business for Ashdale Primary School:**

8

1. Update on School Directives regarding Covid-19:
  - APS follow the directives from Department of Education (DoE) & Department of Health (DoH);
  - There is a special task force within DoE managing Covid-19. Mr. Watson is part of that team.
  - As APS is a public school, it is obligated to follow all standard operating procedure as outlined by DoE. There cannot be any deviation.
  - On Tuesday 17<sup>th</sup> March 2020, APS saw 200 students being absent. Not all were due to Covid-19, but this significant number of absentees did take into account parents who were cautious of sending their child/children to school.
  - All absences are being recorded and the information relayed back to DoE/DoH.
  - APS Management and Leadership team are meeting on 18<sup>th</sup> Mar 2020, to discuss contingency plan in the event there is school closure. Detailed steps must be taken, as per DoE directives.
  - Management and Leadership team applying a 'Think Tank' and 'Whole-School' approach in managing disruptions due to Covid-19.
  - Mrs. Craig will be informed if there is a member of the school who tests positive for Covid-19, but not necessarily for a family member of an APS school community member.
  - Noted that APS parents are transparent and actively communicating with APS staff.
  - Focus of APS team is to maintain calm among school community.
  - School activities which have and will continue to be reviewed: Term 1 and Term 2, incursions, excursions, assemblies, swimming lessons and staggered breaktime.
  - Due to high number of student absences, APS is looking at revising designated spaces/breaktime arrangement.
  - Mental health of students is prioritised – reduced playtime is to be minimised/avoided.
  - APS P&C team acknowledged and thank Mrs. Craig and her team for their efforts in managing a highly stressful and demanding period.
2. P&C Events scheduled and planned for 2020 - Tania
  - a) Outdoor Movie Night – *Cancelled*. Cancellation announced on Friday 13<sup>th</sup> Mar 2020. Event to be rescheduled later in 2020.
  - b) Fun Run (Wednesday 25<sup>th</sup> March 2020) – Cancelled.  
**MOTION 2: Motion passed to give each participating student an icy pole at the next Fun Run event. The cost of purchasing the icy pole is about \$260. Already purchased icy poles will be sold as part of canteen menu.**
  - c) Charity Day (Friday 3<sup>rd</sup> April) – *Proceed unless school is closed*.  
 If school is open, students will have a 'free dress day'. Lunch time activity is cancelled. Year 6 students to select a theme. Coin donations will be accepted, with the counting of monies collected to be managed by P&C team. 12 Buckets will provide promotional materials.

	<p>d) Hot Cross Bun - Fundraiser for the canteen, in conjunction with Brumby's Darch – <i>Cancelled</i>.</p> <p>e) Last Day of Term Special Menu – <i>Cancelled</i>. Joce will work with APS canteen to display a limited menu on Qkr.</p> <p>f) NUT Day (Friday 15<sup>th</sup> May 2020) – <i>On hold and to be reviewed closer to date</i>, depending on Covid-19 development. If it goes ahead, it's a 'Free Dress Day' plus a presentation at assembly.</p> <p>g) Bogan Bingo (Saturday 23<sup>rd</sup> May 2020) – <i>Postponed to a later in 2020</i>. The event company requested a rescheduled date within the next 6 months, otherwise \$1000 paid as deposit will be forfeited. The Service Agreement stated a change allowed within 12 months, so Tania and Sacha will communicate with the event company. Mike Scholefield offered assistance with dealing with the event company. Tania to provide further update on this.</p> <p>h) To be discussed at next meeting: Disco night, Father's Day (cancellation likely).</p> <p>3. Government Volunteer Grant update – Tania Funding Grant was submitted, requesting the purchase of 2 new laptops for use by the Canteen and Treasurer, plus a hard drive. These are to replace current laptops which are 10 years old. Amount of funding requested is AU\$2400. Presently at Stage 2 of the application process.</p> <p><b><u>Motion 3: Motion passed approving immediate purchase of a laptop for the canteen costing AU\$900, with this amount to be reimbursed when the Grant monies is received.</u></b></p> <p>4. Winners for the 'Voluntary Contribution Incentive Raffle' selected through random draw. 1<sup>st</sup> Prize of \$100 Wish Gift Card: Hari Patel LA02 2<sup>nd</sup> Prize of \$50 Wish Gift Card: Joseph Turich LA12 3<sup>rd</sup> Prize of \$50 Wish Gift Card: Ryan Austin LA03</p>	
9	<p><b>Reports</b></p> <p>1. Treasurer – Report received and attached.</p> <p>2. Canteen (Mel/Vicki) – Report received and attached. <b><u>Motion 4: Motion passed for P&amp;C to offer 3 x Canteen vouchers as prizes in a "Rename the Canteen Competition". Prizes are: \$25 (1<sup>st</sup>); \$15 (2<sup>nd</sup>); \$10 (3<sup>rd</sup>).</u></b></p> <p>3. Fundraising (Sacha) – Report received and discussed as part of General Business for APS.</p> <p>4. Charity Committee (Tania) – Report received and discussed in conjunction with Fundraising matters.</p>	

	<p>Uniform Shop (Joce) – Report received as part of Treasurer report. To be discussed at next meeting.</p> <p>5. Community Events – Discussed in conjunction with Fundraising and Charity Events matters.</p> <p>6. School Banking (Riarnne) – Report not received, discussed CBA informed the cancellation of School Banking effective Friday 20<sup>th</sup> Mar 2020. This service will resume until further notice. Last collection scheduled for this week will proceed.</p> <p>7. Safety House (Arlene) – Report not received. To be discussed at next meeting.</p> <p>8. Community Gardens/Sustainability Committee - Report not received. To be discussed at next meeting.</p>	
10	<p><b>Date of Next Meeting</b></p> <p>Meetings to take place on a Tuesday 2nd and 7th week of every term.</p> <p>Term 2: 5 May &amp; 9 Jun</p> <p>Term 3: 28 July &amp; 1 Sept</p> <p>Term 4: 20 Oct &amp; 24 Nov</p> <p>General Business Wrap Up and Social Meeting: 1st December (TBC)</p>	
11	<b>Meeting Closed at 8:10PM</b>	

# **TREASURER'S REPORT – 17 MARCH 2020**

## **PROFIT & LOSS – 1 JANUARY 2020 TO 13 MARCH 2020**

### **Income**

- Bank Interest \$48.42 (LSL/Holding Account)
- Commissions Received \$160 (School Banking)
- Donations \$100 (H Nguyen – Movie Night F/R)
- P&C Memberships \$29
- Sales Fundraising \$1,280 (Movie Night F/R - Pizza)

### **Expenses**

- Fundraising \$2,016 (Movie Night F/R)
- P&C Hats \$1,007.40
- Auditor \$715
- Equipment Purchase \$401.15 (Archive Containers \$70, Thermomix Carry Bag \$50 & Canteen Setup \$281.15)
- Gifts & Donations \$40,180 (Ratified Funds \$40,000 & Voluntary Contributions Incentive \$180)
- Memberships & Subscriptions \$170.30 (Post Box Renewal \$134 & Crazy Domains \$36.30)
- Employee Training \$87 (WWCC)
- Postage/Stationary & Office \$124.10 (Paper \$3.95 & Canteen – Labels, Pens & Paper \$120.15)

## **BALANCE SHEET**

- Inventory Asset – Uniform Remaining Stock
- P&C Ratified Funds \$40,000 (Classrooms Reading Libraries \$15,000 & Canteen Upgrade \$25,000)
- Accounts Payable \$1,795.74 (General \$170.30 & Canteen \$1,625.44)

## **SIGNIFICANT CHANGES IN COMPARISON TO PREVIOUS YEAR**

- Bank Interest Down \$108.96 – Long Service Leave & Holding Account
- Donations Up \$100 – H Nguyen (Movie Night F/R)
- P&C Memberships Up \$4
- Sales Canteen Up \$2,102.55
- Canteen (Sales minus Costs) Up \$2,585.47
- Uniform Down (Clearing Stock & Ceased Onsite)
- Bank Fees Up \$115.29
- Equipment Purchase Up \$645.91 (Canteen Freezers, Pie Warmer & APS Marquee)
- Gifts & Donations Up \$40,180 (Classroom Reading Libraries, Canteen Upgrade & VC Incentive)
- Wages Down \$2,740.18 (LSL Payout & Resignation Payout)

**INTEGRAL YEARLY BUDGET FOR ASHDALE PRIMARY SCHOOL P&C ASSOCIATION INC. 2020**

**FUNDAMENTALS**

Post Box Renewal	\$130.00	*	
Crazy Domains – Email Protection	\$37.37	*	
Voluntary Contribution Incentive	\$180.00		DONE
Safety House Affiliation Fee	\$130.00	*	
WACSSO Affiliation Fee – (Public Liability etc)	\$1,267.65	*	
Audit	\$715.00		DONE
Insurance – Laptops, General & Workers Compensation	\$3,645.50	*	
Reckon Accounts Renewal	\$670.00	*	
WASCA Affiliation Fee	\$90.00	*	
SUB-TOTAL			\$6,865.52

**RATIFIED OBLIGATIONS TO ASHDALE PRIMARY SCHOOL**

Fun Run Day – Water & Icy Poles	\$676.80	*	
P&C Hats (New Students)	\$1,007.40		DONE
SUB-TOTAL			\$1,684.20

**TOTAL FUNDAMENTALS & OBLIGATIONS** **\$8,549.72**

**PREDICTED INCOME**

P&C Voluntary Contributions	\$16,356.00	*	
Fundraising	\$ 7,150.01	*	
<b>TOTAL PREDICTED INCOME</b>			<b>\$23,506.01</b>

\* These figures are 2019 actuals which may change yearly.

# These figures are agreed and ratified.

7:45 PM

16/03/20

Accrual Basis

## Ashdale Primary School P&amp;C Assoc. Inc

**Balance Sheet**

As of March 13, 2020

	Mar 13, 20	Mar 13, 19	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Chequing/Savings				
Bank Accounts				
Canteen	2,782.37	4,952.48	-2,170.11	-43.80%
General	5,148.22	3,396.57	1,751.65	51.60%
Long Service Leave & Holding	62,831.83	81,448.39	-18,616.56	-22.90%
Uniform Shop	4,464.37	2,464.66	1,999.71	81.10%
Total Bank Accounts	75,226.79	92,262.10	-17,035.31	-18.50%
Petty Cash Accounts				
Canteen	28.65	310.70	-282.05	-90.80%
General	126.05	0.00	126.05	100.0%
Total Petty Cash Accounts	154.70	310.70	-156.00	-50.20%
Total Chequing/Savings	75,381.49	92,572.80	-17,191.31	-18.60%
Accounts Receivable				
Accounts Receivable	0.00	3,800.00	-3,800.00	-100.0%
Total Accounts Receivable	0.00	3,800.00	-3,800.00	-100.0%
Other Current Assets				
Inventory Asset <b>UNIFORM</b>	101.73	1,154.88	-1,053.15	-91.20%
Undeposited Funds	0.00	29.00	-29.00	-100.0%
Total Other Current Assets	101.73	1,183.88	-1,082.15	-91.40%
Total Current Assets	75,483.22	97,556.68	-22,073.46	-22.60%
<b>TOTAL ASSETS</b>	<b>75,483.22</b>	<b>97,556.68</b>	<b>-22,073.46</b>	<b>-22.60%</b>
<b>LIABILITIES</b>				
Current Liabilities				
Accounts Payable				
Accounts Payable				
P&C Ratified Funds <b>GENERAL</b>	40,000.00	0.00	40,000.00	100.0%
Accounts Payable - Other <b>GENERAL</b>	1,795.74	12,233.07	-10,437.33	-85.30%
Total Accounts Payable <b>CANTEEN</b>	41,795.74	12,233.07	29,562.67	241.70%
Total Accounts Payable	41,795.74	12,233.07	29,562.67	241.70%
Other Current Liabilities				
Payroll Liabilities				
PAYG Payable	1,020.00	2,160.00	-1,140.00	-52.80%
Superannuation Payable	765.25	1,067.60	-302.35	-28.30%
Total Payroll Liabilities <b>CANTEEN</b>	1,785.25	3,227.60	-1,442.35	-44.70%
Total Other Current Liabilities	1,785.25	3,227.60	-1,442.35	-44.70%
Total Current Liabilities	43,580.99	15,460.67	28,120.32	181.90%
<b>TOTAL LIABILITIES</b>	<b>43,580.99</b>	<b>15,460.67</b>	<b>28,120.32</b>	<b>181.90%</b>
<b>NET ASSETS</b>	<b>31,902.23</b>	<b>82,096.01</b>	<b>-50,193.78</b>	<b>-61.10%</b>
<b>EQUITY</b>				
Retained Earnings	79,319.59	106,015.75	-26,696.16	-25.20%
Net Income	-47,417.36	-23,919.74	-23,497.62	-98.20%
<b>TOTAL EQUITY</b>	<b>31,902.23</b>	<b>82,096.01</b>	<b>-50,193.78</b>	<b>-61.10%</b>

**CANTEEN**

OPEN 2782.37

- 1625.44 (ACCTS PAY)

- 1785.25 (P/R LIAB)

- 677.22 (HOL PAY TOPATE)

CLOSE - \$1305.54 + STOCK

**GENERAL**

OPEN 5148.22

+ 22000.00 (HOLD ACCT)

CLOSE \$27148.22

**UNIFORM**

OPEN 4464.37

- 474.25 (BAL CANTEEN UPGRAD)

CLOSE \$3990.12

+ STOCK



8:20 PM

## Ashdale Primary School P&amp;C Assoc. Inc

## Profit &amp; Loss

16/03/20

January 1 through March 13, 2020

Accrual Basis

	Jan 1 - Mar 13, 20	Jan 1 - Mar 13, 19	\$ Change	% Change
<b>Income</b>				
Bank Interest	48.42	157.38	-108.96	-69.20%
Commissions Received	160.00	170.00	-10.00	-5.90%
Donations	100.00	0.00	100.00	100.0%
P&C Memberships	29.00	25.00	4.00	16.0%
<b>Sales</b>				
Canteen				
Online	10,729.30	7,787.00	2,942.30	37.80%
Canteen - Other	4,513.25	5,353.00	-839.75	-15.70%
<b>Total Canteen</b>	<b>15,242.55</b>	<b>13,140.00</b>	<b>2,102.55</b>	<b>16.0%</b>
Fundraising	1,280.00	0.00	1,280.00	100.0%
Uniform Shop	56.00	3,915.00	-3,859.00	-98.60%
<b>Total Sales</b>	<b>16,578.55</b>	<b>17,055.00</b>	<b>-476.45</b>	<b>-2.80%</b>
<b>Total Income</b>	<b>16,915.97</b>	<b>17,407.38</b>	<b>-491.41</b>	<b>-2.80%</b>
<b>Cost of Goods Sold</b>				
<b>COGS - Purchases &amp; Expenses</b>				
Canteen	9,505.18	9,022.26	482.92	5.40%
Fundraising	2,016.00	3,603.35	-1,587.35	-44.10%
Grants	0.00	2,116.50	-2,116.50	-100.0%
P&C Hats	1,007.40	1,236.00	-228.60	-18.50%
Uniform Shop	104.70	7,786.35	-7,681.65	-98.70%
<b>Total COGS - Purchases &amp; Expenses</b>	<b>12,633.28</b>	<b>23,764.46</b>	<b>-11,131.18</b>	<b>-46.80%</b>
<b>Total COGS</b>	<b>12,633.28</b>	<b>23,764.46</b>	<b>-11,131.18</b>	<b>-46.80%</b>
<b>Gross Profit</b>	<b>4,282.69</b>	<b>-6,357.08</b>	<b>10,639.77</b>	<b>167.40%</b>
<b>Expense</b>				
Advertising	0.00	308.00	-308.00	-100.0%
Auditor	715.00	704.00	11.00	1.60%
Bank Fees	403.55	288.26	115.29	40.0%
Equipment Purchase	401.15	3,492.00	-3,090.85	-88.50%
Gifts and Donations	40,180.00	0.00	40,180.00	100.0%
Memberships and Subscriptions	170.30	167.37	2.93	1.80%
<b>Payroll Expenses</b>				
Employee Training/Requirements	87.00	0.00	87.00	100.0%
Long Service Leave Taken	0.00	4,966.91	-4,966.91	-100.0%
<b>Total Long Service Leave</b>	<b>0.00</b>	<b>4,966.91</b>	<b>-4,966.91</b>	<b>-100.0%</b>
Superannuation Expenses	765.25	1,067.60	-302.35	-28.30%
Wages	8,853.70	6,411.62	2,442.08	38.10%
<b>Total Payroll Expenses</b>	<b>9,705.95</b>	<b>12,446.13</b>	<b>-2,740.18</b>	<b>-22.0%</b>
Postage & Stationery/Office	124.10	57.90	66.20	114.30%
Repairs and Maintenance	0.00	99.00	-99.00	-100.0%
<b>Total Expense</b>	<b>51,700.05</b>	<b>17,562.66</b>	<b>34,137.39</b>	<b>194.40%</b>
<b>Net Income</b>	<b>-47,417.36</b>	<b>-23,919.74</b>	<b>-23,497.62</b>	<b>-98.20%</b>



# TRANSACTION LISTING

302-162 1278919

Product BUSINESS TELENET SAVER

Account Nickname BUSINESS TELENET SAVER

Current Balance \$62,831.83

Available Balance \$62,831.83

Credit Limit \$0.00

DATE	NARRATIVE	CHEQUE NO.	DEBIT	CREDIT	BALANCE
02/03/2020	CREDIT INTEREST			\$14.83	\$62,831.83
13/02/2020	Transfer		-\$5,000.00		\$62,817.00
03/02/2020	CREDIT INTEREST			\$17.80	\$67,817.00
07/01/2020	Transfer		-\$500.00		\$67,799.20
02/01/2020	CREDIT INTEREST			\$15.79	\$68,299.20
30/12/2019	Transfer			\$7,000.00	\$68,283.41
02/12/2019	CREDIT INTEREST			\$15.61	\$61,283.41

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LONG SERVICE LEAVE \$3831.83

UNIFORM \$37,000

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- \$15,000 (CLASSROOMS READING LIBRARIES)

- \$22,000 (PART OF CANTEEN UPGRADE)

GENERAL

\$22,000 (HOLDING)

## TRANSACTION LISTING

306-114 0132210

SOCIETY CHEQUE ACCOUNT

Product

Account Nickname

GENERAL

Current Balance

\$5,148.22

Available Balance

\$5,148.22

Credit Limit

\$0.00

DATE	NARRATIVE	CHEQUE NO.	DEBIT	CREDIT	BALANCE
11/03/2020	Qkr Pizza Movie			\$1,280.00	\$5,148.22
11/03/2020	Pop Corn Hire		-\$132.00		\$3,868.22
09/03/2020	COW - Movie Night		-\$234.00		\$4,000.22
09/03/2020	HUU NGUYEN 12:59PM 09Mar Donation Ashdale P&C Movie Night			\$100.00	\$4,234.22
05/03/2020	P&C MEMBERSHIPS			\$29.00	\$4,134.22
03/03/2020	CBA MERCHANT FEE 5353109694097476		-\$176.61		\$4,105.22
03/03/2020	Movie Night - Pop Corn Hire		-\$165.00		\$4,281.83
03/03/2020	Voluntary Contribution Incentives		-\$180.00		\$4,446.83
14/02/2020	Artistralia - Movie		-\$715.00		\$4,626.83
14/02/2020	Aussie Outdoor Cinemas		-\$770.00		\$5,341.83
14/02/2020	YB Accountants		-\$715.00		\$6,111.83
14/02/2020	Wanneroo Uniforms - Hats		-\$1,007.40		\$6,826.83
13/02/2020	Transfer			\$5,000.00	\$7,834.23
06/02/2020	School Banking Sch ContrisCH65802			\$100.00	\$2,834.23
03/02/2020	CBA MERCHANT FEE 5353109694097476		-\$15.75		\$2,734.23
07/01/2020	Transfer			\$500.00	\$2,749.98
03/01/2020	CBA MERCHANT FEE 5353109694097476		-\$205.19		\$2,249.98
02/01/2020	School Banking Sch ContrisCH65802			\$60.00	\$2,455.17
02/01/2020	MAINTENANCE FEE		-\$6.00		\$2,395.17
31/12/2019	Reimb for toners			\$152.00	\$2,401.17
31/12/2019	Reimb Uniform Acct - Hats		-\$1,236.00		\$2,249.17
31/12/2019	Wanneroo Uniforms		-\$48.00		\$3,485.17
30/12/2019	Transfer		-\$7,000.00		\$3,533.17
30/12/2019	Reimb Canteen		-\$31.00		\$10,533.17
30/12/2019	Reimb Canteen Item			\$9,164.82	\$10,564.17
20/12/2019	Ashdale Primary ASH00521			\$31.00	\$1,399.35
20/12/2019	Ashdale Primary ASH005Contribution			\$250.00	\$1,368.35
18/12/2019	APS - Cooktop & Oven		-\$4,260.00		\$1,118.35
06/12/2019	Safety House		-\$680.00		\$5,378.35
06/12/2019	Bogan Bingo		-\$1,038.40		\$6,058.35
03/12/2019	CBA MERCHANT FEE 5353109694097476		-\$275.87		\$7,096.75
26/11/2019	Ashdale Primary ASH005Contribution			\$855.00	\$7,372.62
25/11/2019	DISCO F/R			\$12.25	\$6,517.62

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Ashdale Primary School P&C Assoc. Inc  
**Profit & Loss - Grants**  
July 28, 2019 through March 13, 2020

	Jul 28, 19 - Mar 13, 20	Jul 28, 18 - Mar 13, 19	\$ Change	% Change
Income				
Grants Received	200.00	22,000.00	-21,800.00	-99.10%
Total Income	200.00	22,000.00	-21,800.00	-99.10%
Cost of Goods Sold				
COGS - Purchases & Expenses				
Grants	0.00	2,116.50	-2,116.50	-100.0%
Total COGS - Purchases & Expenses	0.00	2,116.50	-2,116.50	-100.0%
Total COGS	0.00	2,116.50	-2,116.50	-100.0%
Gross Profit	200.00	19,883.50	-19,683.50	-99.0%
Expense				
Gifts and Donations	180.00	0.00	180.00	100.0%
Total Expense	180.00	0.00	180.00	100.0%
Net Income	20.00	19,883.50	-19,863.50	-99.90%

BANKWEST EASY GRANT

RECEIVED 200.00  
GIFTS + DONS -180.00  
O/S \$20.00

1:11 PM

16/03/20

Accrual Basis

# Ashdale Primary School P&C Assoc. Inc

## Profit & Loss - Fundraising

January 1 through March 13, 2020

	Jan 1 - Mar 13, 20	Jan 1 - Mar 13, 19	\$ Change	% Change
Income				
Donations	100.00	0.00	100.00	100.0%
Sales				
Fundraising	1,280.00	0.00	1,280.00	100.0%
Total Sales	1,280.00	0.00	1,280.00	100.0%
Total Income	1,380.00	0.00	1,380.00	100.0%
Cost of Goods Sold				
COGS - Purchases & Expenses				
Fundraising	2,016.00	3,603.35	-1,587.35	-44.10%
Total COGS - Purchases & Expenses	2,016.00	3,603.35	-1,587.35	-44.10%
Total COGS	2,016.00	3,603.35	-1,587.35	-44.10%
Gross Profit	-636.00	-3,603.35	2,967.35	82.40%
Expense	0.00	0.00	0.00	0.0%
Net Income	-636.00	-3,603.35	2,967.35	82.40%

16/3/20 Return of \$1280 (Sales - Pizza)

∴ Net Income - \$1916.

\* Will show on next meeting (Wk 2 - Term 2) Report.

Movie Night FIR

7:41 PM

16/03/20

Accrual Basis

## Ashdale Primary School P&amp;C Assoc. Inc

**Profit & Loss - General**

January 1 through March 13, 2020

	Jan 1 - Mar 13, 20	Jan 1 - Mar 13, 19	\$ Change	% Change
<b>Income</b>				
Bank Interest	48.42	157.38	-108.96	-69.20%
Commissions Received	160.00	170.00	-10.00	-5.90%
P&C Memberships	29.00	25.00	4.00	16.0%
<b>Total Income</b>	<b>237.42</b>	<b>352.38</b>	<b>-114.96</b>	<b>-32.60%</b>
<b>Cost of Goods Sold</b>				
COGS - Purchases & Expenses				
P&C Hats	1,007.40	1,236.00	-228.60	-18.50%
<b>Total COGS - Purchases &amp; Expenses</b>	<b>1,007.40</b>	<b>1,236.00</b>	<b>-228.60</b>	<b>-18.50%</b>
<b>Total COGS</b>	<b>1,007.40</b>	<b>1,236.00</b>	<b>-228.60</b>	<b>-18.50%</b>
<b>Gross Profit</b>	<b>-769.98</b>	<b>-883.62</b>	<b>113.64</b>	<b>12.90%</b>
<b>Expense</b>				
Advertising	0.00	308.00	-308.00	-100.0%
Auditor	715.00	704.00	11.00	1.60%
Bank Fees	403.55	288.26	115.29	40.0%
Equipment Purchase	70.00	0.00	70.00	100.0%
Gifts and Donations	40,000.00	0.00	40,000.00	100.0%
Memberships and Subscriptions	170.30	167.37	2.93	1.80%
Postage & Stationery/Office	3.95	0.00	3.95	100.0%
<b>Total Expense</b>	<b>41,362.80</b>	<b>1,467.63</b>	<b>39,895.17</b>	<b>2,718.30%</b>
<b>Net Income</b>	<b>-42,132.78</b>	<b>-2,351.25</b>	<b>-39,781.53</b>	<b>-1,691.90%</b>

GIFTS + DONATIONS

\$40,000 (RATIFIED BUT NOT YET PAID FOR, HOLDING IN  
BUSINESS TELENET SAUER ACCOUNT)



## TRANSACTION LISTING

306-114 0132236

Product BUSINESS ZERO TRANSACTION ACCT

Account Nickname **CANTEEN**  
 Current Balance \$2,815.37  
 Available Balance \$2,815.37  
 Credit Limit \$0.00

DATE	NARRATIVE	CHEQUE NO.	DEBIT	CREDIT	BALANCE
16/03/2020	CBA CREDIT CARDE 5353109694097476 15MAR			\$33.00	\$2,815.37
13/03/2020	CBA CREDIT CARDE 5353109694097476 13MAR			\$799.70	\$2,782.37
12/03/2020	CBA CREDIT CARDE 5353109694097476 12MAR			\$425.40	\$1,982.67
12/03/2020	Wages WE 12/3/20		-\$2,427.88		\$1,557.27
12/03/2020	Various Canteen Accounts		-\$5,868.86		\$3,985.15
11/03/2020	CBA CREDIT CARDE 5353109694097476 11MAR			\$359.20	\$9,854.01
11/03/2020	Qkr Pizza - Movie Night		-\$1,280.00		\$9,494.81
11/03/2020	Fruit N Veg		-\$102.00		\$10,774.81
11/03/2020	BANK TO DATE			\$916.00	\$10,876.81
10/03/2020	CBA CREDIT CARDE 5353109694097476 10MAR			\$296.30	\$9,960.81
09/03/2020	CBA CREDIT CARDE 5353109694097476 09MAR			\$871.80	\$9,664.51
09/03/2020	CBA CREDIT CARDE 5353109694097476 08MAR			\$249.00	\$8,792.71
09/03/2020	CBA CREDIT CARDE 5353109694097476 07MAR			\$199.90	\$8,543.71
06/03/2020	CBA CREDIT CARDE 5353109694097476 06MAR			\$1,070.50	\$8,343.81
05/03/2020	CBA CREDIT CARDE 5353109694097476 05MAR			\$334.00	\$7,273.31
04/03/2020	CBA CREDIT CARDE 5353109694097476 04MAR			\$289.90	\$6,939.31
03/03/2020	CBA CREDIT CARDE 5353109694097476 03MAR			\$302.80	\$6,649.41
03/03/2020	CBA CREDIT CARDE 5353109694097476 2MAR2020 02MAR			\$45.00	\$6,346.61
03/03/2020	Qkr Uniform		-\$9.00		\$6,301.61
02/03/2020	CBA CREDIT CARDE 5353109694097476 01MAR			\$16.00	\$6,310.61
28/02/2020	CBA CREDIT CARDE 5353109694097476 28FEB			\$35.50	\$6,294.61
27/02/2020	CBA CREDIT CARDE 5353109694097476 27FEB			\$648.40	\$6,259.11
27/02/2020	Wages WE 27/2/20		-\$2,725.60		\$5,610.71
26/02/2020	CBA CREDIT CARDE 5353109694097476 26FEB			\$305.70	\$8,336.31
26/02/2020	BANK TO DATE			\$1,290.00	\$8,030.61
25/02/2020	CBA CREDIT CARDE 5353109694097476 25FEB			\$281.40	\$6,740.61
24/02/2020	CBA CREDIT CARDE 5353109694097476 24FEB			\$251.70	\$6,459.21
21/02/2020	CBA CREDIT CARDE 5353109694097476 21FEB			\$866.80	\$6,207.51
20/02/2020	CBA CREDIT CARDE 5353109694097476 20FEB			\$489.40	\$5,340.71
19/02/2020	CBA CREDIT CARDE 5353109694097476 19FEB			\$324.10	\$4,851.31
18/02/2020	CBA CREDIT CARDE 5353109694097476 18FEB			\$320.20	\$4,527.21
18/02/2020	BANK TO DATE			\$1,315.00	\$4,207.01
17/02/2020	CBA CREDIT CARDE 5353109694097476 17FEB			\$179.70	\$2,892.01
17/02/2020	CBA CREDIT CARDE 5353109694097476 16FEB			\$19.00	\$2,712.31
14/02/2020	CBA CREDIT CARDE 5353109694097476 14FEB			\$833.50	\$2,693.31
14/02/2020	Wages WE 13/2/20		-\$2,767.22		\$1,859.81
14/02/2020	JP & Sushi		-\$1,080.90		\$4,627.03
14/02/2020	Qkr Uniform		-\$2.00		\$5,707.93
13/02/2020	CBA CREDIT CARDE 5353109694097476 13FEB			\$387.80	\$5,709.93
12/02/2020	CBA CREDIT CARDE 5353109694097476 12FEB			\$280.70	\$5,322.13
11/02/2020	CBA CREDIT CARDE 5353109694097476 11FEB			\$210.20	\$5,041.43
10/02/2020	CBA CREDIT CARDE 5353109694097476 10FEB			\$195.40	\$4,831.23
10/02/2020	CBA CREDIT CARDE 5353109694097476 09FEB			\$7.00	\$4,635.83

10/02/2020 CBA CREDIT CARDE 5353109694097476 08FEB	\$3.00	\$4,628.83
07/02/2020 CBA CREDIT CARDE 5353109694097476 07FEB	\$603.50	\$4,625.83
06/02/2020 CBA CREDIT CARDE 5353109694097476 06FEB	\$250.00	\$4,022.33
05/02/2020 CBA CREDIT CARDE 5353109694097476 05FEB	\$248.30	\$3,772.33
04/02/2020 CBA CREDIT CARDE 5353109694097476 04FEB	\$17.50	\$3,524.03
31/01/2020 CBA CREDIT CARDE 5353109694097476 31JAN	\$2.00	\$3,506.53
13/01/2020 Qkr Uniform	-\$20.00	\$3,504.53

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16/03/20

Accrual Basis

## Ashdale Primary School P&amp;C Assoc. Inc

**Profit & Loss - Canteen**

January 1 through March 13, 2020

	Jan 1 - Mar 13, 20	Jan 1 - Mar 13, 19	\$ Change	% Change
Income				
Sales				
Canteen				
Online	10,729.30	7,787.00	2,942.30	37.80%
Canteen - Other	4,513.25	5,353.00	-839.75	-15.70%
Total Canteen	15,242.55	13,140.00	2,102.55	16.0%
Total Sales	15,242.55	13,140.00	2,102.55	16.0%
Total Income	15,242.55	13,140.00	2,102.55	16.0%
Cost of Goods Sold				
COGS - Purchases & Expenses				
Canteen	9,505.18	9,022.26	482.92	5.40%
Total COGS - Purchases & Expenses	9,505.18	9,022.26	482.92	5.40%
Total COGS	9,505.18	9,022.26	482.92	5.40%
Gross Profit	5,737.37	4,117.74	1,619.63	39.30%
Expense				
Equipment Purchase	331.15	3,492.00	-3,160.85	-90.50%
Payroll Expenses				
Employee Training/Requirements	87.00	0.00	87.00	100.0%
Long Service Leave Taken	0.00	4,966.91	-4,966.91	-100.0%
Total Long Service Leave	0.00	4,966.91	-4,966.91	-100.0%
Superannuation Expenses	765.25	1,067.60	-302.35	-28.30%
Wages	8,853.70	6,411.62	2,442.08	38.10%
Total Payroll Expenses	9,705.95	12,446.13	-2,740.18	-22.0%
Postage & Stationery/Office	120.15	57.90	62.25	107.50%
Repairs and Maintenance	0.00	99.00	-99.00	-100.0%
Total Expense	10,157.25	16,095.03	-5,937.78	-36.90%
Net Income	-4,419.88	-11,977.29	7,557.41	63.10%

# TRANSACTION LISTING

306-114 0132228

Product	SOCIETY CHEQUE ACCOUNT
Account Nickname	UNIFORM SHOP
Current Balance	\$4,464.37
Available Balance	\$4,464.37
Credit Limit	\$0.00

DATE	NARRATIVE	CHEQUE NO.	DEBIT	CREDIT	BALANCE
03/03/2020	Qkr Uniform			\$9.00	\$4,464.37
14/02/2020	Qkr Uniform			\$2.00	\$4,455.37
13/01/2020	Qkr Uniform			\$20.00	\$4,453.37
07/01/2020	Qkr Uniform			\$25.00	\$4,433.37
31/12/2019	Reimb for Hats			\$1,236.00	\$4,408.37
06/12/2019	Qkr Uniform			\$15.00	\$3,172.37
21/11/2019	Qkr Uniform			\$2.00	\$3,157.37

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16/03/20

Accrual Basis

## Ashdale Primary School P&amp;C Assoc. Inc

**Profit & Loss - Uniform**

January 1 through March 13, 2020

	Jan 1 - Mar 13, 20	Jan 1 - Mar 13, 19	\$ Change	% Change
Income				
Sales				
Uniform Shop	56.00	3,915.00	-3,859.00	-98.60%
Total Sales	56.00	3,915.00	-3,859.00	-98.60%
Total Income	56.00	3,915.00	-3,859.00	-98.60%
Cost of Goods Sold				
COGS - Purchases & Expenses				
Uniform Shop	104.70	7,786.35	-7,681.65	-98.70%
Total COGS - Purchases & Expenses	104.70	7,786.35	-7,681.65	-98.70%
Total COGS	104.70	7,786.35	-7,681.65	-98.70%
Gross Profit	-48.70	-3,871.35	3,822.65	98.70%
Expense	0.00	0.00	0.00	0.0%
Net Income	<u>-48.70</u>	<u>-3,871.35</u>	<u>3,822.65</u>	<u>98.70%</u>

# **Canteen Meeting Term 1 2020**

## **Hot Cross Buns**

In partnerships with Brumby's (Darch Plaza) a hot cross bun fundraiser will kick off in the next couple of days. We are buying for \$5 per half dozen and selling for \$7. Being delivered to the classes on last day of term Tuesday 7<sup>th</sup> (kindy classes) or Thursday 9<sup>th</sup> (rest of school). We will be looking for volunteers to help sort and distribute orders on the Thursday.

## **Naming Competition**

Re branding the canteen as the final part of the refurbishment. Letting the students name the canteen and with P&C approval give out canteen vouchers for prizes. 1<sup>st</sup> \$25, 2<sup>nd</sup> \$15 & 3<sup>rd</sup> \$10.

## **Fun Run**

With P&C approval of funds, donate icy poles to every student who participates in the fun run. We will also need volunteers to help count/sort.

## **End of Term Menu**

The canteen staff have put together a pizza and pasta menu for end of term.

## **Laptop Grant**

Tania has been busy organising a grant through DOSS for a laptop and hard drive for Canteen administration use.

