



Cardiff High School

Parents and Citizens Association

30 Boronia Street, Cardiff NSW 2285

Email: cardiffhighpc@gmail.com

Minutes of Meeting 04 July 2018

Chairperson: Cassandra Vizintin *Minutes:* Jenny-Marie Copas

Meeting Opened: 7:00pm

Present: Jenny-Marie Copas, Gareth Erskine, Kylie Ambrose, Jane West, Susan Wilson, Cassandra Vizintin, Keith Smith,

Apologies: Louise Stewart, Janice McCorkell

Minutes of previous meeting read and accepted: *Moved:* Kylie Ambrose, *Second:* Cassandra Vizintin

Business arising from previous minutes:

- *Mamma Mia 2 Movie Night. Booked Thursday 2nd August 6:30pm*
- *Single Ticket \$35, Ticket w/ Meal & 2 Drinks \$75*
- *Review of canteen prices*

Correspondence In:

- *Westpac Statement*

Correspondence Out:

- *Emails to from Event Cinema Kotara*

Treasurer's Report: Appendix A

- *Cancel outstanding student cheques. Moved: Jenny-Marie Copas, Seconded: Cassandra Vizintin. All in agreeance.*
- *Rollover Term Deposit. Moved: Kylie Ambrose, Seconded: Cassandra Vizintin*

Canteen Report: Appendix B

- *Nil*

Principal Report: Appendix C

- *Year 7-10 reports do not currently show student ranking. Parents would like it to show on reports.*

General Business:

- *Cheque written for \$15,000 to Cardiff High School from fundraising activities for Air Conditioners.*
- *Insurance due again at end of July.*

Meeting Closed: 8:30pm

Next Meeting: 8th August 2018



Appendix A – Treasurers Report

Cardiff High School P&C Treasurers Report

Financial Statement

June 14 2018 – July 4 2018

Cheque Account

Credits

Total **\$0.00**

Debits

Total **\$0.00**

Reconciliation

Opening Balance **\$18 142.78**

Credits **\$0.00**

Debits **\$0.00**

Balance **\$18 142.78**

Transactions Pending

State Representation Subsidy **\$100.00**

Outstanding Cheques

State Level Representation Subsidy - Blake Williams Trampoline Chq 192

State Level Representation Subsidy - Laith McGregor Trampoline Chq 194

Appendix A – Treasurer's Report

CARDIFF HIGH SCHOOL CANTEEN



Treasurer's Report

Income & Expenditure Statement for P&C Association

JUNE 2018

BANK RECONCILIATION STATEMENT

Balance as per Bank Statement @ 30/06/2018 **\$ 27,852.74**

BANK BALANCE

Balance b/f from previous month (May 2018) **\$ 28,218.03**

Plus June Income:

Sales **\$ 17,580.10**

Interest **\$ 2.10**

Sub Total **\$ 17,582.20**

+ adjustment from May statement **\$ 944.00**

- adjustment from June unrepresented income **\$ 849.00**

Total **\$ 17,677.20**

Running Total **\$ 45,895.23**

Less June Expenditure:

Stock **\$ 12,947.74**

Wages **\$ 4,039.08**

Super **\$ 1,055.67**

Tax **\$ -**

Sundries **\$ -**

Total **\$ 18,042.49**

BANK BALANCE AS AT 30 June 2018 **\$ 27,852.74**

ACCOUNT DIFFERENCE **-\$365.29**

Keith Smith

Canteen Treasurer

4 July 2018

Appendix A – Treasurers Report

CARDIFF HIGH SCHOOL CANTEEN
Long Service Account Report
JULY 2018



TERM DEPOSIT

Matures	13 August 2018
Interest Rate	2.35%

Term Deposit Balance \$ **6,537.57**

Entitlements up to December 2015 \$ 2,227.10

Entitlements 2016 to W/E 03/08/2018 \$ 2,237.29

Entitlements Total \$ 4,464.39

ACCOUNT MATURITY 13 August 2018

Account Balance \$ 6,537.57

Interest added on maturity (13/08/2018 - Projection) \$ 153.63

Projected Balance \$ **6,691.20**

Keith Smith
Canteen Treasurer
4 July 2018

Appendix B – Canteen Report

Going well, need more volunteers.
Senior student patronage is down.
Price list has been reviewed and adjusted as needed.

CARDIFF HIGH SCHOOL CANTEEN

Canteen Account Progress

JUNE 2018



INCOME

Year to Date **\$ 83,328.16**

EXPENDITURE

Stock	\$ 51,630.31
Wages	\$ 20,691.16
Super	\$ 2,106.11
Tax	\$ 1,486.00
Sundries	\$ 1,102.97
Workers Compensation	\$ -
Capital Expense/Maintenance	\$ -

Year to Date **\$ 77,016.55**

PROFIT/LOSS **\$ 6,311.61**

DONATIONS TO CARDIFF HIGH SCHOOL **\$ -**

Keith Smith
Canteen Treasurer
4 July 2018



Cardiff High School P&C Meeting

Principal's Report Summary – July 2018

Hot topics at Cardiff HS

- Secondary Schools Renewal Program
- Power Upgrade
- NAIDOC Celebrations
- Facebook

Upcoming Events

- Year 7-10 Reports Issued – 5 July
- School Clean Up Day - 6 July
- School Holidays – 9-23 July
- Students Return 24 July
- Year 12 HSC Trials – 24 July-3 August
- Regional Athletics – 1-2 August
- Tanagura Junior HS Students Arrive – 1 August
- P&C Movie Night – 2 August
- Education Week – 6-10 August
- Enrichment Project Evening – 6 August
- Tanagura Junior HS Students Depart – 6 August