

## MW P&C Budget 2020

| Operating Budget                                       |                                       |                   | 2018 Budget | 2019 Budget | 2020 Actual | 2020 Budget   |
|--|---------------------------------------|-------------------|-------------|-------------|-------------|---------------|
|  | No of students                        | \$ Value/ student |             |             |             |               |
| Reserves as at 1/01/2019                               |                                       |                   |             |             | \$261,027   |               |
| <b>INCOME</b>  |                                       |                   |             |             |             |               |
| Canteen Contributions                                  |                                       |                   | 3,000       | 5,000       | -           | 5,000         |
| Uniform Shop Contributions                             |                                       |                   | 10,000      | 15,000      | -           | 30,000        |
| Fundraising Activities less expenses                   |                                       |                   | 10,000      | 50,000      | 598         | 600           |
| Donations and Gift Income                              | Althetes Foot                         |                   |             |             | 960         | 1,000         |
| P&C Parent Contributions                               |                                       |                   | 30,000      | 35,000      | -           |               |
| Thrive Kitchen Garden cookbook                         |                                       |                   | -           |             | -           |               |
| Enrichment   | INTERRELATE                           |                   | 2,200       | 2,200       | -           | 3,000         |
| Kitchen Garden Levy Income                             |                                       |                   | 18,375      | 18,375      |             | 4,375         |
| Interest   |                                       |                   | 220         | 220         | 115         | 220           |
| Jobkeeper Subsidy                                      |                                       |                   |             |             | 27,643      |               |
| cash flow boost  |                                       |                   |             |             | 100,000     | 100,000       |
| Other income   | Cunninghams                           |                   | 1,700       | 1,000       | 909         | 1,000         |
| Total Income   |                                       |                   | 75,495      | 126,795     | 130,225     | 145,195       |
| <b>EXPENSES</b>  |                                       |                   |             |             |             |               |
| Fundraising Expenses prepaid due to covid cancellation |                                       | *                 | -           | -           | 3,571       |               |
| Audit  |                                       |                   | 2,970       | 2,270       | 2,270       | 2,270         |
| P&C Functions  |                                       |                   | 2,000       | 2,000       | -           | 1,000         |
| Wages  | Admin, Bookeeping, Payroll incl wcomp |                   | 20,202      | 20,750      | 22,738      | 16,000        |
| Employsure Expenses                                    |                                       |                   | 2,600       | 2,600       | 357         | 700           |
| Grants Band & Yr 6 Function                            | \$1000 Band & Yr6 \$10 pstudent       |                   | 2,000       | 2,200       | 350         | 2,300         |
| General/Other, sundry & Gift exps                      |                                       |                   | -           | 3,000       | 1,117       | 1,500         |
| Insurance  |                                       |                   | 2,500       | 2,000       | -           | 4,000         |
| Workshops  | Enrichment committee events           |                   | 2,200       | 2,200       | -           | 3,000         |
| Bushlink   |                                       |                   | 5,800       | 5,800       | 1,073       | 1,125         |
| Kitchen Garden   | Wages & expenses                      |                   | 12,874      | 17,627      | 16,117      | 4,730         |
| Stationery & Postage                                   |                                       |                   | 500         | 700         | -           | 300           |
| Technology MYOB  |                                       |                   | 1,750       | 1,000       | 1,247       | 1,300         |
| Bank Fees  |                                       |                   | 200         | 200         | 66          | 200           |
| P&C Donations School enrichment programs               |                                       |                   | 30,000      |             |             |               |
| P&C Contributions returned to School                   |                                       |                   |             |             | -           |               |
| Shade Shelter  |                                       |                   | -           | 25,000      | -           | -             |
|  |                                       |                   | 85,596      | 87,347      | 48,772      | 38,425        |
| Deficit/Surplus  |                                       |                   | - 10,101    | 39,448      | 81,453      | 106,770       |
| <b>Expenditure for School</b>                          |                                       |                   |             |             |             |               |
|  |                                       |                   |             |             |             |               |
|  |                                       |                   |             |             |             |               |
|  |                                       |                   |             |             |             |               |
|  |                                       |                   |             |             |             |               |
| Total to School  |                                       |                   |             | -           |             | -             |
| Remaining funds in Building Fund                       |                                       |                   |             |             |             |               |
| Cash Reserves P&C                                      |                                       |                   |             |             |             |               |
| Building Account                                       |                                       |                   |             |             | 1118.53     |               |
| General Account  |                                       |                   |             |             | 58483.70    |               |
| Carnival Account(fundraising)                          |                                       |                   |             |             | 159320.61   |               |
| Less Liabilites  |                                       |                   |             |             | -53800.06   |               |
| Total Cash Reserves as at 31 December 2018             | Estimate                              |                   |             |             | 165122.78   |               |
| Add Operating Surplus/(Deficit) 2020                   |                                       |                   |             |             |             | \$ 106,770.00 |
| Less Donations from reserves                           |                                       |                   |             |             |             |               |
| Expected Surplus as at 31 December 2020                |                                       |                   |             |             |             | \$ 271,892.78 |

\* Kitchen garden for Term 1 has not yet been issued T2 and T3 will not be issued due to Jobkeeper subsidy and T4 the school will take over

**Manlywest P&C Band**  
c/o Manly West Public School  
Griffiths St

**August 2020**

## Band Budget 2020 Revised Due to Covid19

| Income                                |  |             |  |
|---------------------------------------|--|-------------|--|
| Band Joinng Fees                      |  | \$5,175.00  |  |
| Term Fees - Training Band             |  | \$27,867.00 | adjusted to new numbers semester 2                         |
| Term Fees - Inter,Conc,Perf           |  | \$61,543.00 |  |
| Instrument Hire                       |  | \$16,875.00 |  |
| Percussion Fee                        |  | \$490.00    |  |
| Band excursion Annual show & Bus      |  | \$2,750.00  | Actual income from School of Rock Show Feb 2020            |
| Band Camp - All Bands                 |  |             |  |
| Total Income                          |  |             | \$114,700.00   |
| Cost Of Sales                         |  |             |  |
| Refunds Issued due Covid19            |  | \$525.00    |  |
| Flexischool Fees                      |  | \$500.00    | based on 2019  |
| Instrument Repair, Cleaning&Servicing |  | \$13,760.00 | Actual 2020  |
| Instrument replacement                |  | \$3,000.00  |  |
| Music purchases                       |  | \$1,500.00  | increase as per Penny                                      |
| Band excursion Annual show & Bus      |  | \$2,060.00  | ?SHOW This includes Bus \$450 plus extra for show 2020 Feb |
| Event & Workshop Fees and buses       |  | \$1,650.00  | This is for ASBOF all bands 2020 early entry               |
| Band Camp Venue hire                  |  | \$0.00      |  |
| Band Camp Exps/buses                  |  | \$0.00      |  |
| Contractors - Band Camp               |  | \$0.00      |  |
| Total Cost Of Sales                   |  |             | \$22,995.00  |
| Gross Profit                          |  |             | \$91,705.00  |
| Expenses                              |  |             |  |
| Software Subscriptions                |  | \$1,400.00  |  |
| Stationery/printing                   |  | \$600.00    |  |
| Sundry's (Trophys, xmas, Pizza lunch) |  | \$2,100.00  |  |
| Wages & Salaries Bookkeeper           |  | \$7,000.00  | Reduced for 2020   |
| Wages & Salaries co-ordinator         |  | \$9,500.00  | 10743  |
| Contractors Fees and super            |  | \$90,000.00 |  |
| Workers Compensation                  |  | \$700.00    |  |
| Total Expenses                        |  |             | \$111,300.00   |
| Other Income                          |  |             |  |
| Interest                              |  | \$50.00     |  |
| Total Other Income                    |  |             | \$50.00  |
| Net Profit/(Loss)                     |  |             | (\$19,545.00)  |

# MANLY WEST BASC BUDGET 2020 for Covid-19 Pandemic

7/09/2020

Approved by Finance Committee 18/8/2020

## Budget is based on Actual for Terms 1 & 2

| <b>Fees 2020</b>   | <b>T1, 3 &amp; 4</b> | <b>BSC</b> | <b>\$14.10</b> | <b>ASC</b> | <b>\$22.70</b> | <b>PFD</b> | <b>\$75.60</b>     |
|--|----------------------|------------|----------------|------------|----------------|------------|--------------------|
|  | <b>T2</b>            | <b>BSC</b> | <b>\$0.00</b>  | <b>ASC</b> | <b>\$0.00</b>  | <b>PFD</b> | <b>\$0.00</b>      |
|  |                      |            |                |            |                |            | <b>BUDGET 2020</b> |
| <b>Actual Equity as at 31/12/19</b>  |                      |            |                |            |                |            | <b>\$135,404</b>   |
| <b>Less Working Capital</b>  |                      |            |                |            |                |            | <b>-\$100,000</b>  |
|  |                      |            |                |            |                |            | <b>\$35,404</b>    |
| <b>Income</b>  |                      |            |                |            |                |            |                    |
| Billing Income   |                      |            |                |            |                |            | \$908,973          |
| Non Notification Fees etc  |                      |            |                |            |                |            | \$5,010            |
| Interest   |                      |            |                |            |                |            | \$15               |
| Donations  |                      |            |                |            |                |            |                    |
| Covid-19 Stimulus  |                      |            |                |            |                |            |                    |
| Business Continuity Payment  |                      |            |                |            |                |            | \$213,569          |
| JobKeeper  |                      |            |                |            |                |            | \$191,143          |
| Transition Payment   |                      |            |                |            |                |            | \$71,077           |
| <b>Total Income</b>  |                      |            |                |            |                |            | <b>\$1,389,787</b> |
| <b>Expenditure</b>   |                      |            |                |            |                |            |                    |
| <b>Wages and on Costs</b>  |                      |            |                |            |                |            |                    |
| Gross Wages, Super, Workers' Comp, LSL, JobKeeper TopUp                    |                      |            |                |            |                |            | \$1,066,500        |
| Sick Leave Liabilities & Laundry Allowance                                 |                      |            |                |            |                |            |                    |
| Staff Uniform  |                      |            |                |            |                |            | \$3,500            |
| Staff Expenses including Training & Team Meetings                          |                      |            |                |            |                |            | \$7,000            |
|  |                      |            |                |            |                |            | <b>\$1,077,000</b> |
| <b>Consumables</b>   |                      |            |                |            |                |            |                    |
| Groceries  |                      |            |                |            |                |            | \$38,521           |
| Children's Craft, Activities, Games & Equipment                            |                      |            |                |            |                |            | \$9,483            |
| Enrichment Program   |                      |            |                |            |                |            | \$15,613           |
|  |                      |            |                |            |                |            | <b>\$63,617</b>    |
| <b>Administration</b>  |                      |            |                |            |                |            |                    |
| Printing, Stationery & Postage   |                      |            |                |            |                |            | \$4,000            |
| Advertising  |                      |            |                |            |                |            | \$0                |
| Bank & Ipay Charges  |                      |            |                |            |                |            | \$6,337            |
| BASC Insurance Cover   |                      |            |                |            |                |            | \$2,600            |
| Employment Advice & Insurance  |                      |            |                |            |                |            | \$1,427            |
| Software & Support incl Payroll/Rostering                                  |                      |            |                |            |                |            | \$6,600            |
| Telephone & Internet   |                      |            |                |            |                |            | \$6,600            |
| Rental Licence Agreement (Waived T2 & T3)                                  |                      |            |                |            |                |            | \$22,592           |
|  |                      |            |                |            |                |            | <b>\$50,156</b>    |
| <b>Other Expenditure</b>   |                      |            |                |            |                |            |                    |
| Minor Capital Expenditure  |                      |            |                |            |                |            | \$6,000            |
| General Equipment  |                      |            |                |            |                |            | \$6,000            |
| National Quality Framework   |                      |            |                |            |                |            | \$3,000            |
| Miscellaneous  |                      |            |                |            |                |            | \$1,700            |
| Minor Repairs & Maintenance  |                      |            |                |            |                |            | \$4,000            |
|  |                      |            |                |            |                |            | <b>\$20,700</b>    |
| <b>Total Expenditure</b>   |                      |            |                |            |                |            | <b>\$1,211,473</b> |
| <b>Net Income (Deficit)</b>  |                      |            |                |            |                |            | <b>\$178,314</b>   |
| <b>Capital Works</b>   |                      |            |                |            |                |            |                    |
| Doorway between Y2 Rooms & Shade for Yr 2 Verandah                         |                      |            |                |            |                |            | \$40,000           |
| Shade for Amphitheatre Additional to previously Approved Provision (below) |                      |            |                |            |                |            | \$5,000            |
| Kitchen Expansion (Postponed at this time)                                 |                      |            |                |            |                |            |                    |
| <b>Less PROVISION REALLOCATED (see below)</b>                              |                      |            |                |            |                |            | <b>-\$6,150</b>    |
| <b>Expected Equity as at 31/12/2020</b>                                    |                      |            |                |            |                |            | <b>\$274,868</b>   |
| <b>Less Working Capital</b>  |                      |            |                |            |                |            | <b>-\$100,000</b>  |
|  |                      |            |                |            |                |            | <b>\$174,868</b>   |

## PROVISION Approved Expenditure from Past Reserves

|                                | <b>Actual<br/>Unspent as at<br/>31/12/2019</b> | <b>Budget<br/>2020</b> |
|--------------------------------|--|------------------------|
| Training                       | \$11,150                                       | \$5,000                |
| Amphitheatre Shade             | \$5,000  | \$5,000                |
|                                | \$16,150                                       | \$10,000               |
| <b>Provision To Reallocate</b> |  | <b>\$6,150</b>         |

# MANLY WEST CANTEEN BUDGET 1/1/20-31/12/20

14.8.20

|              |                                    |                            |
|--------------|------------------------------------|----------------------------|
| Assumptions: | Sales 2% increase on 2019          | 2.00%                      |
|              | Purchases Increase on 2018 level - | 3.00%                      |
|              |                                    | 3.00%                      |
|              | Wage Cost Increase -               | 3.50% as at 1/7/19 per FWA |

**EQUITY as at 31/12/19** **2020**  
**\$18,361**

## INCOME

|                        |             |                       |                  |
|------------------------|-------------|-----------------------|------------------|
| Sales & Interest       | 2019        | Adjusted for Covid    | \$172,000.00     |
| <b>Cash flow boost</b> | <b>2020</b> | <b>Total expected</b> | <b>\$0.00</b>    |
|                        |             |                       | <b>\$172,000</b> |

## EXPENDITURE

**\*\* have budgeted for Term 1 on actual and T2 T3 on JK and T4 based on 2019**

|                                       |                              |         |                 |
|---------------------------------------|------------------------------|---------|-----------------|
| Staff Costs                           | Incl bookkeeping & Payroll   |         | \$152,000       |
| Less Jobkeeper subsidy                |                              |         | -\$108,000      |
|                                       |                              |         | <b>\$44,000</b> |
| Other Costs                           |                              |         |                 |
| Purchases                             |                              |         | \$95,588        |
| OnLine Sales Cost                     | **                           | \$4,754 | \$4,865         |
| Sundries                              | Incl phone,station,other,adv | \$1,558 | \$2,700         |
| Maintenance Dishwasher/freezer/Fridge | ***                          | \$807   | \$1,200         |
| Professional Cleaning Cost            |                              | \$1,217 | \$2,000         |

**SURPLUS / DEFICIT 2020** **\$106,353**  
**\$21,647**

**Less Capital Expenditure** **-\$3,200**

**EXPECTED EQUITY as at 31/12/20** **\$36,808**

## Expected Transfer to P & C wrt 2020

|                       |                |
|-----------------------|----------------|
| From Operating Profit | \$5,000        |
| From Cash Reserves    |                |
|                       | <b>\$5,000</b> |

### \*\*\* Not updated at Finance meeting Term 1 2020

|   |         |                    |
|---|---------|--------------------|
| ***Capital Expenditure Proposed (net of GST): | \$3,200 | Approx Cost        |
| New Oven                                      |         | \$3,000 Oven       |
| New Electrical circuit board                  |         |                    |
| Small equipment                               |         | \$200 Coin Machine |
|   |         | <b>\$3,200</b>     |

### Notes:

\*\* Online sales costs are 3% of flexischool sales which are around 60%

\*\*\* This maintenance figure is based on estimation of maint for dishwasher & Freezer (before replacement)

\*\*\*\* capital expenditure budget is to be approved at Finance meeting on Tuesday 10th March

| <u>Estimate based on Actual</u> | 18.8.20   |           |           |           |            |
|---------------------------------|-----------|-----------|-----------|-----------|------------|
|                                 | Term 1    | Term 2    | Term 3    | Term 4    |            |
| Sales                           | \$ 36,000 | \$ 27,000 | \$ 54,000 | \$ 55,000 | \$ 172,000 |
| Wages Less JK                   | \$ 17,000 |           |           | \$ 24,000 | \$ 41,000  |
| Bookkeeping                     | \$ 2,000  | \$ 2,000  | \$ 2,000  | \$ 2,000  | \$ 8,000   |
|                                 |           |           |           |           | \$ 49,000  |
| Purchases                       | \$ 19,493 | \$ 15,595 | \$ 30,250 | \$ 30,250 | \$ 95,588  |
| Online Cost                     | \$ 780    | \$ 785    | \$ 1,650  | \$ 1,650  | \$ 4,865   |

# MANLY WEST UNIFORM BUDGET 1/1/20 - 31/12/20

## Assumptions:

Update 14.8.20

Sales 2019 \$ 141,921

**1.1-31.12.20**

|                                    |                            |          |
|------------------------------------|----------------------------|----------|
| The total volume Sales will be     | 103% of Sales 19           |          |
| Total \$ Sale Price Increase -     |                            | 3.00% pa |
| The total volume Purchases will be | 103% of Purchases Sold 19  |          |
| Total \$ Purchase Price Increase - |                            | 3.00% pa |
| Total Stock Increase               | 0.00% pa                   |          |
| Total Expense Increase -           | 3.00% pa                   |          |
| Wage Cost Increase -               | 3.30% as at 1/7/18 per FWA |          |

## EQUITY as at 31/12/19

### Less Stock

\$95,509

-\$37,091

\$58,418

**2019**

## INCOME

|                    |           |              |
|--------------------|-----------|--------------|
| Sales Est for 2020 | \$141,921 | \$141,921.00 |
|                    |           | \$0.00       |

**\$141,921**

## EXPENDITURE

|   |          |             |
|---|----------|-------------|
| Staff Costs - Incl Wages, Wcomp, Super  |          | \$11,500    |
| Other Costs                             |          |             |
| Cost of Sales                           | \$89,428 | \$92,110.84 |
| OnLine Sales Cost - Flexischools,Eftpos |          | \$2,730     |
| Sundries                                |          | \$386       |
| Bank Charges                            |          |             |

**\$106,727**

## SURPLUS

**\$35,194**

### Less Capital Expenditure

-\$5,000

## Expected equity as at 31/12/20

**\$88,612**

## Expected Donation to P & C wrt 2020

From Operating Profit

**\$30,000**

From Cash Reserves

**\$30,000**

## Notes:

\* Any difference in the stock held in the Uniform shop to the current level will have a direct effect on the Net Surplus.

## Capital Expenditure Proposed (net of GST):

|                 |                |
|-----------------|----------------|
| Airconditioning | Estimated cost |
|                 | \$ 5,000       |
|                 | \$ 5,000       |