



We welcome all parents and interested community members to our meetings - please feel free to come along and ask any questions.

Waitara parents: supporting your child's school experience

Meeting: Waitara Public School P&C General Meeting – Wed 4th Nov 2020 7pm

Chaired by: Jack Liu (President)

Attendance:

Attendees		Group	Attendees		Group
Jack Liu	JL	P&C	Queenie Qin	QQ	P&C
Dany Coelho	DC	Waitara Public School	Su-Anne Foo	SF	P&C
Amy Hill	AH	P&C	Nick Berman	NB	P&C
Joshua Quinn	JQ	P&C	Reza Navab	RN	P&C
Julie Granville	JG	P&C	Yun Pang	YP	P&C
Erica McKay	EM	P&C	Julia Ma	JM	P&C
Kamyar Ahmadpanah	KA	P&C	Suganya	S	P&C
Claire McDonald	CM	Waitara Public School	Daisy Wang	DW	P&C
Shwetha Sripad	SS	P&C			

Apologies		Group			
Jocelyn Loughnan	JoL	P&C	Michelle Wigglesworth	MW	P&C
Alex Quinn	AQ	P&C			

Location: Zoom

Date and time: Opening at 19:02 4/11/2020

Minutes by: Amy Hill (Secretary)

1. Welcome

JL declared a quorum and welcomed members to the meeting.

2. Minutes from Previous meeting

That the minutes of the 11.9.2020 General Meeting be accepted as true and correct.

Carried (Moved by EM, 2nd by RN)

3. Business Arising

- The approved funds of \$130,000 to refurbish buildings and playground.

The school has started working on the project and Mrs Coelho will send through receipts – in progress.

- St Ives High School public transport petition ongoing.

4. Correspondence – Nil.

5. Reports

Treasurer's Reports -JQ

Uniform Shop Sales \$7,548

Bank Account Balance \$184,773

Accounts Payable \$20,440 (Stock + Admin/staff fee)

1. Uniform Stocktake completed 30 September - Stock level in Accounts to be reconciled/adjusted as required
2. Inventory Management POS System to be updated
3. Financial Reports for September Year End to be completed - arrange for audit

Uniform Shop Report – SS

The Uniform shop has been running smoothly with only the online orders being active. We have done 22k sales in the last quarter. And 9k sales in this term until now.

We did a full stock take at the end of September for the financial reports with the help of our volunteers. All the differences (which were minimal) have been adjusted in Square and a full detailed report of the stock take has been forwarded to the treasurers to be incorporated.

We had a photoshoot with the current set of uniforms. Thanks to the children and parents for participating in the photoshoot. The photos will be included in the kindy orientation and the website.

We have Kindy 2021 orientation coming up and we are stocking up for the same. All the orders are going to be online and we have made necessary changes to the Flexischool app so that parents can choose the sizes and the other variables accordingly. We have put up as much information in detail with the latest photos. All the packs will be delivered to the kids' classrooms on their first day.

Once again, a big shout out to all our volunteers at the uniform shop!

Fundraising Committee - JoL

AH to liaise with JoL about possible Xmas fundraisers.

Sports Committee – No report. PSSA recommenced Term 4

Principals Report

SIP- Completed module 3 community engagement. We will send out information soon to get feedback on. We have three areas that we will focus on 1. Literacy and Numeracy 2. Wellbeing 3. Modern learning

BYODD- We are implementing this in year 4 -6 for 2021. This will prepare us if something does occur in regard to a lockdown. It also puts less pressure on us in regard to purchasing more technology. Once again, we surveyed out students and iPads are the most common within households. The Naplan readiness test also worked well on iPads as did the

OC test 18th November- It will be run onsite but we have an adjudicator coming to run the session as we have a great deal of students participating.

Staff Planning 2021- 3 new targeted graduates, 2 positions currently running. Not sure of the numbers we may remain the same. Not many coming in from overseas.

Building- SINSW 100% complete. New seats coming in for the circle of friendship. Refurbishment of Block is still being completed. We have painted the classrooms. We are waiting on carpet, lino and furniture. Waiting on Assets for the Cola and library upgrade. Outdoor learning area to be built in the community garden. Opening up of the rooms in the OOSH building.

Kiss and Drop- Going well parents have been signing up. I believe it has made a positive impact to the traffic in the area. Many parents praising us.

Wombat crossing- We have approval. We are just waiting for them to appoint someone.

Celebrations of Learning- Modified. Each grade will have an assembly. We will video each class and the teacher will upload to See-Saw for parents to watch.

Kindy Orientation- We have a dedicated website, with videos to answer all new parents' questions. The Kindy team has worked so hard on this. Our official visits start next Tuesday and run on the two Tuesdays. We will have them onsite but parents are unable to stay. They must drop them and then leave.

Email reports out again- The reports will be emailed out on the Monday of week 10.

Staff Development Days 2021- The First two days of 2021 will be staff development days. This will take away the need to make up hours after school so we can finish early.

Audit- the school is being Audited with WH&S and finance next week.

OC Musical- Pirates of the Curry Bean, will run next week. It will be videoed and sold for those who want a copy.

6. General Business

Community Garden – Guest Speaker Claire McDonald (Waitara PS staff) Waitara is proud to announce that the community garden is underway. It is wonderful to see that a vision from the students, combined with hard work from the staff and students and support from ADCO has resulted in a wonderful community garden for all to share. ADCO managed the

new build and also supported the community garden project by providing fencing, gates, the concrete slab, pathways, fruit trees and seeds. Hornsby Council nursery also worked with the students planting the natives and ADCO came along to support that planting day too. An arrangement of edible plants and bush tucker plants have been planted. Currently COVID restrictions apply but as these ease the hope is for the Waitara community to become involved.

Action – AH to create a special interest group push note for the community garden.

Lost Property – AH brought up Lost property is a challenge for parents and Waitara staff agreed. A few nominated parents to gain clearance from Mrs Coelho to assist with lost property respecting COVID guidelines.

Action – AH to email Mrs Coelho with names for lost property volunteers for access.

Tone Chimes -EM Raised the question “Why hasn’t tone chimes been run this year?”

Action - Mrs Coelho to get further clarification on this concern.

Privacy Statement – JL We have published a privacy statement regarding the personal information collection (the meeting attendee list) on the school’s website.

Meeting Closed at 1947

Planned next meeting

	Date	Start time	Location
General Meeting	4/12/2020	09:30 am	Zoom (Virtual Meeting)
AGM	4/12/2020	To follow	Zoom (Virtual Meeting)

Management Report

WAITARA PUBLIC SCHOOL PC ASSOC INC

ABN 88 887 884 129

For the month ended 31 October 2020

Prepared by UTA TAX

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Executive Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC For the month ended 31 October 2020

Overview - October 2020

Uniform Shop Sales \$7,548

Bank Account Balance \$184,773

Accounts Payable \$20,440 (Stock + Admin/staff fee)

Key Highlights

1. Uniform Stocktake completed 30 September - Stock level in Accounts to be reconciled/adjusted as required
2. Inventory Management POS System to be updated
3. Financial Reports for September Year End to be completed - arrange for audit

Profit and Loss

WAITARA PUBLIC SCHOOL PC ASSOC INC For the month ended 31 October 2020

OCT 2020 SEP 2020

Income

Trading Profit

Uniform Shop Sales

Clothing and Accessories Revenue	7,548	6,524
Total Uniform Shop Sales	7,548	6,524

Cost of Sales

Uniform Shop Cost of Sales	(5,149)	(4,803)
Total Cost of Sales	(5,149)	(4,803)

Total Trading Profit	2,399	1,721
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Fundraising & Events Income	-	1,764
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Total Income	2,399	3,484
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Other Income

Interest Income	9	9
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Total Other Income	9	9
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Total Income	2,409	3,493
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Expenses

Depreciation	122	118
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Fundraising & Events Expenses	237	-
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P&C Expenses

Insurance	83	83
Total P&C Expenses	83	83

Uniform Shop Expenses

Admin Services - Uniform Shop	2,310	-
Bank Merchant Fees	43	43
Flexischool Charge [61051]	165	215
Total Uniform Shop Expenses	2,518	258

Total Expenses	2,960	459
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Profit/(Loss) before Taxation	(551)	3,034
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Net Profit After Tax	(551)	3,034
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Net Profit After Distributions/Dividends Paid	(551)	3,034
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Balance Sheet

WAITARA PUBLIC SCHOOL PC ASSOC INC As at 31 October 2020

31 OCT 2020

30 SEP 2020

Assets

Current Assets

Bank Accounts

Building Fund Bank Ac#357	171	171
Business Cash Reserve #138	128,928	128,923
P&C Bank Ac#023	1,665	1,902
Uniform Bank Ac#103	54,009	46,455
Total Bank Accounts	184,773	177,451

Cash on Hand

Cash Drawer	400	400
Total Cash on Hand	400	400

GST	2,339	1,425
Inventory on Hand	123,526	112,193
Prepayments	747	830
Square Other Payment Clearing	(3,348)	(3,946)
Square Cash Clearing	912	986
Total Current Assets	309,350	289,339

Non-Current Assets

Property, Plant and Equipment

Improvements	13,661	13,783
Total Property, Plant and Equipment	13,661	13,783

Total Non-Current Assets	13,661	13,783
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Total Assets	323,012	303,123
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Liabilities

Current Liabilities

Credit Cards & Charge Accounts	86	86
Trade Creditors	20,440	-
Total Current Liabilities	20,526	86

Total Liabilities	20,526	86
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Net Assets	302,486	303,037
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Equity

Retained Earnings	302,486	303,037
Total Equity	302,486	303,037

Statement of Cash Flows - Direct Method

WAITARA PUBLIC SCHOOL PC ASSOC INC For the month ended 31 October 2020

OCT 2020

Operating Activities

Receipts From Customers	8,303
Payments to Suppliers and Employees	(5,139)
Interest Received	9
Cash Payments From Other Operating Activities	(549)
Net Cash Flows from Operating Activities	2,624

Investing Activities

Other Cash Items From Investing Activities	4,698
Net Cash Flows from Investing Activities	4,698

Net Cash Flows	7,323
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Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	177,851
Cash and cash equivalents at end of period	185,173
Net change in cash for period	7,323

Aged Receivables Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC

As at 31 October 2020

Aged Payables Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC

As at 31 October 2020

CONTACT	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER	TOTAL
Aged Payables							
Daniela B M C Duarte	2,310	-	-	-	-	-	2,310
L W REID Pty Ltd	14,967	-	-	-	-	-	14,967
Perm-A-Pleat	3,163	-	-	-	-	-	3,163
Total Aged Payables	20,440	-	-	-	-	-	20,440
Total	20,440	-	-	-	-	-	20,440

Account Transactions

WAITARA PUBLIC SCHOOL PC ASSOC INC

For the period 1 October 2020 to 31 October 2020

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
Admin Services - Uniform Shop								
30 Oct 2020	Payable Invoice	Daniela B M C Duarte - Daniella 23/7/2020 to 25/9/2020	026	2,310	-	2,310	-	2,310
Total Admin Services - Uniform Shop				2,310	-	2,310	-	2,310
Bank Merchant Fees								
1 Oct 2020	Spend Money	Merchant Sols - Merch Fees		43	-	47	4	43
Total Bank Merchant Fees				43	-	47	4	43
Building Fund Bank Ac#357								
Opening Balance				171	-	-	-	171
30 Oct 2020	Receive Money	Bank Interest		-	-	-	-	171
Total Building Fund Bank Ac#357				-	-	-	-	171
Closing Balance				171	-	-	-	171
Business Cash Reserve #138								
Opening Balance				128,923	-	-	-	128,923
30 Oct 2020	Receive Money	Bank Interest		5	-	5	-	128,928
Total Business Cash Reserve #138				5	-	5	-	128,928
Closing Balance				128,928	-	-	-	128,928
Clothing & Accessories - on hand								
Opening Balance				112,130	-	-	-	112,130
1 Oct 2020		waitara Uniform Stock Adjustment		-	171	(171)	-	111,959
1 Oct 2020		waitara Uniform Stock Adjustment		-	29	(29)	-	111,929
1 Oct 2020		waitara Uniform Stock Adjustment		-	11	(11)	-	111,919
1 Oct 2020		waitara Uniform Stock Adjustment		-	61	(61)	-	111,857

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
1 Oct 2020		waitara Uniform Stock Adjustment		-	295	(295)	-	111,563
1 Oct 2020		waitara Uniform Stock Adjustment		-	49	(49)	-	111,514
1 Oct 2020		waitara Uniform Stock Adjustment		-	458	(458)	-	111,055
1 Oct 2020		waitara Uniform Stock Adjustment		-	413	(413)	-	110,643
1 Oct 2020		waitara Uniform Stock Adjustment		-	377	(377)	-	110,265
1 Oct 2020		waitara Uniform Stock Adjustment		-	2,196	(2,196)	-	108,069
1 Oct 2020		waitara Uniform Stock Adjustment		-	610	(610)	-	107,459
1 Oct 2020		waitara Uniform Stock Adjustment		-	371	(371)	-	107,088
1 Oct 2020		waitara Uniform Stock Adjustment		-	45	(45)	-	107,043
1 Oct 2020		waitara Uniform Stock Adjustment		-	53	(53)	-	106,990
2 Oct 2020	Payable Invoice	Perm-A-Pleat - School Backpack -	OL43556IN/1	2,876	-	3,163	288	109,866
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - Size 4	SI0824617	1,399	-	1,539	140	111,265
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - Size 6	SI0824617	1,679	-	1,847	168	112,944
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - size 8	SI0824617	560	-	616	56	113,503
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - size 10	SI0824617	700	-	770	70	114,203
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo -side panel Polo-4	SI0824617	399	-	439	40	114,602
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - side panel polo - 6	SI0824617	479	-	527	48	115,082
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - side panel polo - 8	SI0824617	399	-	439	40	115,481
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - side panel polo - 10	SI0824617	319	-	351	32	115,800
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - 4	SI0824617	479	-	527	48	116,279
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - 6	SI0824617	479	-	527	48	116,759
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - 8	SI0824617	319	-	351	32	117,078
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo -10	SI0824617	160	-	176	16	117,238

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - 12	SI0824617	160	-	176	16	117,398
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - 14Y	SI0824617	160	-	176	16	117,557
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - 4	SI0824617	160	-	176	16	117,717
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - 6	SI0824617	160	-	176	16	117,877
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - 8	SI0824617	160	-	176	16	118,036
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Short Sleeve Polo - 10	SI0824617	319	-	351	32	118,356
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Fleecy Zip Jacket - 4	SI0824617	1,634	-	1,798	163	119,990
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Fleecy Zip Jacket - 6	SI0824617	1,430	-	1,573	143	121,420
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Fleecy Zip Jacket - 8	SI0824617	1,021	-	1,124	102	122,441
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Fleecy Zip Jacket - 10	SI0824617	409	-	449	41	122,850
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Fleecy Zip Jacket - 12	SI0824617	409	-	449	41	123,258
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Fleecy Zip Jacket - 16Y	SI0824617	204	-	225	20	123,463
Total Clothing & Accessories - on hand				16,472	5,139	12,980	1,647	123,463
Closing Balance				123,463	-	-	-	123,463

Clothing and Access - Purchase

1 Oct 2020	waitara Uniform Stock Adjustment	171	-	171	-	171
1 Oct 2020	waitara Uniform Stock Adjustment	29	-	29	-	200
1 Oct 2020	waitara Uniform Stock Adjustment	11	-	11	-	211
1 Oct 2020	waitara Uniform Stock Adjustment	61	-	61	-	272
1 Oct 2020	waitara Uniform Stock Adjustment	295	-	295	-	567
1 Oct 2020	waitara Uniform Stock Adjustment	49	-	49	-	616
1 Oct 2020	waitara Uniform Stock Adjustment	458	-	458	-	1,074
1 Oct 2020	waitara Uniform Stock Adjustment	413	-	413	-	1,487

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
1 Oct 2020		waitara Uniform Stock Adjustment		377	-	377	-	1,864
1 Oct 2020		waitara Uniform Stock Adjustment		2,196	-	2,196	-	4,061
1 Oct 2020		waitara Uniform Stock Adjustment		610	-	610	-	4,671
1 Oct 2020		waitara Uniform Stock Adjustment		371	-	371	-	5,042
1 Oct 2020		waitara Uniform Stock Adjustment		45	-	45	-	5,087
1 Oct 2020		waitara Uniform Stock Adjustment		53	-	53	-	5,139
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Cap	Oct20 Sales Stock Adjustment for Cost of Sales	-	119	(119)	-	5,020
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Grey Socks	Oct20 Sales Stock Adjustment for Cost of Sales	-	7	(7)	-	5,013
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - HAT or CAP - Broad-brim hat - white embroidered W	Oct20 Sales Stock Adjustment for Cost of Sales	-	159	(159)	-	4,854
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Excursion/Library Bag - Navy	Oct20 Sales Stock Adjustment for Cost of Sales	-	29	(29)	-	4,825
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - SOCKS	Oct20 Sales Stock Adjustment for Cost of Sales	-	11	(11)	-	4,814
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - School Backpack	Oct20 Sales Stock Adjustment for Cost of Sales	-	61	(61)	-	4,753
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - SKORT	Oct20 Sales Stock Adjustment for Cost of Sales	-	295	(295)	-	4,458
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Girls Navy Blue Shorts - Tracksuit (adjustment)	Oct20 Sales Stock Adjustment for Cost of Sales	-	43	(43)	-	4,416
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Girls Navy Blue Shorts	Oct20 Sales Stock Adjustment for Cost of Sales	-	458	(458)	-	3,957
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - SPORTS SHIRT	Oct20 Sales Stock Adjustment for Cost of Sales	-	501	(501)	-	3,456
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - White Socks	Oct20 Sales Stock Adjustment for Cost of Sales	-	7	(7)	-	3,449
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Grey Shorts	Oct20 Sales Stock Adjustment for Cost of Sales	-	377	(377)	-	3,072
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Summer Dress	Oct20 Sales Stock Adjustment for Cost of Sales	-	1,709	(1,709)	-	1,363
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Short Sleeve Polo	Oct20 Sales Stock Adjustment for Cost of Sales	-	693	(693)	-	671
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Fleecy Zip Jacket	Oct20 Sales Stock Adjustment for Cost of Sales	-	390	(390)	-	281

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Double Knee Grey Pants	Oct20 Sales Stock Adjustment for Cost of Sales	-	45	(45)	-	236
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment - Long Sleeve Polo - Long Sleeve Polo - Embroidered Crest	Oct20 Sales Stock Adjustment for Cost of Sales	-	63	(63)	-	173
26 Oct 2020	Payable Invoice	L W REID Pty Ltd - Purchases - Other Emblems not allocated	SI0824617	9	-	10	1	182
30 Oct 2020	Receivable Payment	Payment: waitara Uniform Stock Adjustment	Oct Costs of Sales	4,967	-	4,967	-	5,149
Total Clothing and Access - Purchase				10,116	4,967	5,150	1	5,149
Clothing and Accessories Revenue								
19 Oct 2020	Receivable Credit Note	Waitara Public School P&C Assoc Inc - Refunded Sales (Taxed)	Square orders closed 19 Oct 2020	102	-	(112)	(10)	(102)
19 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc - Sales (Taxed)	Square orders closed 19 Oct 2020	-	5,023	5,525	502	4,921
22 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc - Sales (Taxed)	Square orders closed 22 Oct 2020	-	828	911	83	5,749
26 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc - Sales (Taxed)	Square orders closed 26 Oct 2020	-	138	152	14	5,887
26 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc - Discounts (Taxed)	Square orders closed 26 Oct 2020	91	-	(100)	(9)	5,796
28 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc - Sales (Taxed)	Square orders closed 28 Oct 2020	-	1,344	1,478	134	7,140
29 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc - Sales (Taxed)	Square orders closed 29 Oct 2020	-	445	489	44	7,585
29 Oct 2020	Receivable Credit Note	Waitara Public School P&C Assoc Inc - Refunded Sales (Taxed)	Square orders closed 29 Oct 2020	36	-	(40)	(4)	7,548
Total Clothing and Accessories Revenue				229	7,777	8,303	755	7,548
Depreciation								
31 Oct 2020		Depreciation of FA-0003 on 31 Oct 2020.		122	-	122	-	122
Total Depreciation				122	-	122	-	122
Flexischool Charge [61051]								
1 Oct 2020	Payable Invoice	Flexischools - Flexischool Uniform order - Charges to offset against	Flexischool Charges Oct2020	165	-	182	17	165

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
Sales Clearing Account [SQ-6000]- Oct 2020								
Total Flexischool Charge [61051]				165	-	182	17	165
GST								
Opening Balance				1,425	-	-	-	(1,425)
1 Oct 2020	Payable Invoice	Flexischools	Flexischool Charges Oct2020	17	-	(17)	-	(1,441)
1 Oct 2020	Spend Money	Merchant Sols		4	-	(4)	-	(1,446)
2 Oct 2020	Payable Invoice	Perm-A-Pleat	OL43556IN/1	288	-	(288)	-	(1,733)
19 Oct 2020	Receivable Credit Note	Waitara Public School P&C Assoc Inc	Square orders closed 19 Oct 2020	10	-	(10)	-	(1,743)
19 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 19 Oct 2020	-	502	502	-	(1,241)
22 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 22 Oct 2020	-	83	83	-	(1,158)
26 Oct 2020	Payable Invoice	L W REID Pty Ltd	SI0824617	1,361	-	(1,361)	-	(2,519)
26 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 26 Oct 2020	-	5	5	-	(2,514)
28 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 28 Oct 2020	-	134	134	-	(2,380)
29 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 29 Oct 2020	-	44	44	-	(2,335)
29 Oct 2020	Receivable Credit Note	Waitara Public School P&C Assoc Inc	Square orders closed 29 Oct 2020	4	-	(4)	-	(2,339)
Total GST				1,683	769	(914)	-	(2,339)
Closing Balance				2,339	-	-	-	(2,339)
Insurance								
17 Oct 2020	Manual Journal	FY21 Insurance -monthly for October 2020 - FY21 Insurance -monthly for October 2020 - PI Insurance	#1145	44	-	44	-	44

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
17 Oct 2020	Manual Journal	FY21 Insurance -monthly for October 2020 - FY21 Insurance -monthly for October 2020 - Insurance	#1145	39	-	39	-	83
Total Insurance				83	-	83	-	83
Interest Income								
30 Oct 2020	Receive Money	Bank Interest - Bank Interest		-	4	4	-	4
30 Oct 2020	Receive Money	Bank Interest - Bank Interest Income		-	-	-	-	4
30 Oct 2020	Receive Money	Bank Interest - Bank Interest income		-	5	5	-	9
30 Oct 2020	Receive Money	Bank Interest - Bank Interest		-	-	-	-	9
Total Interest Income				-	9	9	-	9
Kindi Morning Tea/Other Functi								
13 Oct 2020	Payable Invoice	Cakes2U - .	82905	237	-	237	-	237
Total Kindi Morning Tea/Other Functi				237	-	237	-	237
P&C Bank Ac#023								
Opening Balance				1,902	-	-	-	1,902
27 Oct 2020	Payable Payment	Payment: Cakes2U	82905	-	237	(237)	-	1,665
30 Oct 2020	Receive Money	Bank Interest		-	-	-	-	1,665
Total P&C Bank Ac#023				-	237	(237)	-	1,665
Closing Balance				1,665	-	-	-	1,665
Prepayments								
Opening Balance				830	-	-	-	830
17 Oct 2020	Manual Journal	FY21 Insurance -monthly for October 2020 - FY21 Insurance -monthly for October 2020 - PI Insurance	#1145	-	44	(44)	-	787
17 Oct 2020	Manual Journal	FY21 Insurance -monthly for October 2020 - FY21 Insurance	#1145	-	39	(39)	-	747

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
		-monthly for October 2020 - Insurance						
	Total Prepayments			-	83	(83)	-	747
	Closing Balance			747	-	-	-	747
Shop Fit Out Amortisation								
	Opening Balance			-	589	-	-	(589)
31 Oct 2020		Depreciation of FA-0003 on 31 Oct 2020.		-	122	(122)	-	(711)
	Total Shop Fit Out Amortisation			-	122	(122)	-	(711)
	Closing Balance			-	711	-	-	(711)
Square Cash Clearing								
	Opening Balance			986	-	-	-	986
19 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	CASH	66	-	66	-	1,052
22 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	CASH	42	-	42	-	1,094
30 Oct 2020	Payable Payment	Payment: Flexischools	Flexicharge Oct20	-	182	(182)	-	912
	Total Square Cash Clearing			108	182	(74)	-	912
	Closing Balance			912	-	-	-	912
Square Other Payment Clearing								
	Opening Balance			-	3,946	-	-	(3,946)
19 Oct 2020	Receive Money	Flexischools - Gross Uniform Shop Sales - Flexischool - to allocate end month	0	-	6,138	(6,138)	-	(10,084)
19 Oct 2020	Receivable Credit Note Refund	Payment: Waitara Public School P&C Assoc Inc	OTHER	-	112	(112)	-	(10,196)
19 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	OTHER	5,459	-	5,459	-	(4,737)
22 Oct 2020	Receive Money	Merchant Sales - Square Eftpos Gross Sales allocated against Square sales report	0970001	-	82	(82)	-	(4,819)
22 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	OTHER	869	-	869	-	(3,950)

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
26 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	OTHER	52	-	52	-	(3,898)
26 Oct 2020	Receive Money	Flexischools - Gross Uniform Shop Sales - Flexischool - to allocate end month	0	-	1,377	(1,377)	-	(5,275)
28 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	OTHER	1,478	-	1,478	-	(3,797)
29 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	OTHER	489	-	489	-	(3,308)
29 Oct 2020	Receivable Credit Note Refund	Payment: Waitara Public School P&C Assoc Inc	OTHER	-	40	(40)	-	(3,348)
Total Square Other Payment Clearing				8,347	7,749	598	-	(3,348)
Closing Balance				-	3,348	-	-	(3,348)

Trade Creditors

Opening Balance				-	-	-	-	-
1 Oct 2020	Payable Invoice	Flexischools	Flexischool Charges Oct2020	-	182	182	-	182
2 Oct 2020	Payable Invoice	Perm-A-Pleat	OL43556IN/1	-	3,163	3,163	-	3,345
13 Oct 2020	Payable Invoice	Cakes2U	82905	-	237	237	-	3,582
26 Oct 2020	Payable Invoice	L W REID Pty Ltd	SI0824617	-	14,967	14,967	-	18,549
27 Oct 2020	Payable Payment	Payment: Cakes2U	82905	237	-	(237)	-	18,312
30 Oct 2020	Payable Invoice	Daniela B M C Duarte	026	-	2,310	2,310	-	20,622
30 Oct 2020	Payable Payment	Payment: Flexischools	Flexischool Charges Oct2020	182	-	(182)	-	20,440
Total Trade Creditors				419	20,859	20,440	-	20,440
Closing Balance				-	20,440	-	-	20,440

Trade Debtors

Opening Balance				-	-	-	-	-
1 Oct 2020	Receivable Invoice	waitara Uniform Stock Adjustment	Oct20 Sales Stock Adjustment for Cost of Sales	4,967	-	4,967	-	4,967
19 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	Square orders closed 19 Oct 2020	-	66	(66)	-	4,901
19 Oct 2020	Receivable Credit Note Refund	Payment: Waitara Public School P&C Assoc Inc	Square orders closed 19 Oct 2020	112	-	112	-	5,013

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
19 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	Square orders closed 19 Oct 2020	-	5,459	(5,459)	-	(446)
19 Oct 2020	Receivable Credit Note	Waitara Public School P&C Assoc Inc	Square orders closed 19 Oct 2020	-	112	(112)	-	(558)
19 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 19 Oct 2020	5,525	-	5,525	-	4,967
22 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	Square orders closed 22 Oct 2020	-	42	(42)	-	4,925
22 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 22 Oct 2020	911	-	911	-	5,836
22 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	Square orders closed 22 Oct 2020	-	869	(869)	-	4,967
26 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 26 Oct 2020	52	-	52	-	5,019
26 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	Square orders closed 26 Oct 2020	-	52	(52)	-	4,967
28 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	Square orders closed 28 Oct 2020	-	1,478	(1,478)	-	3,489
28 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 28 Oct 2020	1,478	-	1,478	-	4,967
29 Oct 2020	Receivable Payment	Payment: Waitara Public School P&C Assoc Inc	Square orders closed 29 Oct 2020	-	489	(489)	-	4,478
29 Oct 2020	Receivable Invoice	Waitara Public School P&C Assoc Inc	Square orders closed 29 Oct 2020	489	-	489	-	4,967
29 Oct 2020	Receivable Credit Note	Waitara Public School P&C Assoc Inc	Square orders closed 29 Oct 2020	-	40	(40)	-	4,927
29 Oct 2020	Receivable Credit Note Refund	Payment: Waitara Public School P&C Assoc Inc	Square orders closed 29 Oct 2020	40	-	40	-	4,967
30 Oct 2020	Receivable Payment	Payment: waitara Uniform Stock Adjustment	Oct20 Sales Stock Adjustment for Cost of Sales	-	4,967	(4,967)	-	-
Total Trade Debtors				13,574	13,574	-	-	-
Closing Balance				-	-	-	-	-
Uniform Bank Ac#103								
Opening Balance				46,455	-	-	-	46,455
1 Oct 2020	Spend Money	Merchant Sols		-	47	(47)	-	46,409
19 Oct 2020	Receive Money	Flexischools	0	6,138	-	6,138	-	52,546

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	RUNNING BALANCE
22 Oct 2020	Receive Money	Merchant Sales	0970001	82	-	82	-	52,628
26 Oct 2020	Receive Money	Flexischools	0	1,377	-	1,377	-	54,005
30 Oct 2020	Receive Money	Bank Interest		4	-	4	-	54,009
Total Uniform Bank Ac#103				7,601	47	7,554	-	54,009
Closing Balance				54,009	-	-	-	54,009
Total				61,514	61,514	56,591	2,424	-