

MORANBAH STATE HIGH SCHOOL P&C GENERAL MEETING MINUTES	
AGENDA ITEM	
Date of General Meeting:	Monday 14 June 2021
Members Present:	Hans Binnekamp Michelle Pole Rachael Lewis Stacey Dolan Matthew Huggett Tracey Jarvis Jackie Wood Rebecca Huggett Kylie Otago Melissa Westcott Tanya Crawley Leisa Westerman
Apologies:	
Others Present:	
Previous Minutes accepted:	Motion: Previous minutes accepted as true and accurate Moved: Rachael Lewis Seconded: Hans Binnekamp Voted all in favour
Business arising from previous minutes:	<ul style="list-style-type: none"> • Executive committee passed an executive decision (attached to the minutes) on 22 May to alter the previous motion about bank details. Changes were 1) keep Lauren on as signatory, 2) named all people to be taken off, and 3) not add Matt Huggett on since Rebecca and Matt won't co-authorise. <p>Motion: Executive decision approved Moved: Rebecca Huggett Seconded: Melissa Westcott Voted all in favour</p> <ul style="list-style-type: none"> • Rebecca and Stacey updated the uniform procurement process: <ol style="list-style-type: none"> 1. Intersport information sent through to Stacey Dolan and 4 of the suppliers were on the approved procurement list. (See attached) Exclusivity to Intersport does not need to happen. 2. Departments preferred method is to go with a preferred SOA but with COVID has made this harder. 3. Intersport has suggested that the contract starts in September with a three yr contract. Price lists attached. There will be a 10% commission included in contract. 4. Problem has been with supply as formal uniform can't be enforced as not all sizes have been available. Sourcing the material has been effected by COVID supply.

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	<p>Action – Rebecca to pursue a contract with Intersport. Moved – Rebecca Seconded – Tracy Voted all in favour</p> <ul style="list-style-type: none"> MELC Bright Kids Michelle Pole met with MELC committee and the decision was made to move the business over to MESS. The \$520,000 mentioned will not pay for a full demountable building. Rebecca Huggett met with Mel from MELC regarding record keeping and the information on the school website. <p>Action – Bright Kids be removed from the P and C part of the website. Stacey to let Michael Harvey know. Motion: Bright Kids section be removed from P&C website Moved – Rebecca Seconded – Melissa Voted all in favour</p>
Correspondence	
Inward (as listed)	<ul style="list-style-type: none"> Letter advising of successful gambling grant for purchase of lights and microphones for the school musical Letter from school clarifying expenditure of money donated to MSHS with requested changes. Letter to request acquittal for Isaac Regional Council Community Grant for ECP day. Arrow Energy have contacted the school, donating signed Brisbane Broncos to the P&C to use for fundraising.
Outward (as listed)	<ul style="list-style-type: none"> Lauren has sent Bright Kids families emails informing them if they were in credit when it closed, and requested reimbursement forms be completed.
Business arising from the correspondence	<ul style="list-style-type: none"> Rebecca has emailed out PF003 Request for quote forms to three audio visual companies for the lighting quotes
Treasurer’s report: Financial statement, and any business arising from these.	<ul style="list-style-type: none"> Attached Treasurers Report <p>Account Balances at 31st May 2021: Brightkids Account: \$ 5,691.40 Tuckshop Account: \$ 78,092.68 General Account: \$ 304.37 Business Account: \$ 23,100.00 TOTAL: \$107,188.45</p> <p>Motion: Treasurer’s report accepted Moved: Stacey Dolan Seconded: Hans Binnekamp Voted all in favour</p>
Tuckshop subcommittee reports:	<ul style="list-style-type: none"> Sharon and Maria have asked about identifying a casual relief worker fir if one of them is sick or on holiday. Sharon has informed us of her intent to take 2 weeks long service leave from 13/8 to 6/9 inclusive.

<p>Financial statements, and any business arising from these</p>	<p>Decision made to investigate putting someone extra on for three days a week to support in the tuckshop to assist continually but also ready to step in when someone is ill or on leave. Executive Committee to prepare application process and advertise with assistance from MSHS.</p>
<p>Principal's Report:</p>	<p>Michelle Pole presented her report to the P&C including Budget Overview report and Balance sheet.</p> <p>Discussions held as a group regarding the change in timetable structure. Following points identified:</p> <ul style="list-style-type: none"> - Only having one lunchtime would impact tuckshop income. - Concerns that behaviour might not improve as they only have one lunch. Michelle Pole stated that at her previous school behaviour incidents decreased by 75% when this timetable was implemented. - The transition period was discussed and explained. - Timetable is proposed for implementation in 2022. - Consultation process has started with staff and parents, the proposal was sent out in the last newsletter. - Line 7 would be given to wellbeing and PBL (teaching of positive behaviour to students) - Further understanding of what the care program would be plus how does before school activities fit in as students already have commitments after school would be beneficial. - HR in tuckshop would need to be considered and worked through as the hours would present a change in working hours. - Consultation still to occur with students. - Concerns raised with it being longer till lunch (2 and half hours whereas now it is 80 mins) - Also concerns raised about students being able to get tuckshop in that time. <p>Action – P&C to investigate how this will impact Tuckshop HR Motion: Principal's report accepted Moved: Melissa Westcott Seconded: Matt Huggett Voted all in favour</p>
<p>General Business:</p>	<ul style="list-style-type: none"> - Approval requested for Student Council Letter to go in person to local businesses for donations towards raising money for Drought Angels foundations. Approval given. - Michelle Pole raised possibly moving the P&C meeting to the Worker's Club to attract more attendees due to kids being to play outside. - Readvertise the P&C meeting, particularly on the day of the meeting. - Melissa Westcott will be away from the next two meetings - Feedback on the school's SDS program. No water bottles are being provided for students during the game. Question

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	<p>asked why does school sport not have to meet the same standards as the QRL comps? First Aid Officers are not as provided as intensely as it is during club games.</p> <p>Michelle Pole to communicate the questions to Sports Department to to question at a school sports level.</p> <ul style="list-style-type: none"> - Yr 8 School Dance was well supported and wanted to know if more events were planned – which they are and once information is collected more information will be given. - Arrow Energy (up to \$5000) for Community grant opens 5th July. - Bullying concerns – Leisa Westerman raised concerns regarding how bullying is impacting students at the school when they see it occur. Work has occurred around inclusion for students and staff who fall in minority groups whereas focus has not been on the main group of students who do not fall into these groups. This is a whole community issue – not just the school’s responsibility. - Term 1 Results: how do parents know what their term 1 results. Union directive for teachers was that teachers are only required to report twice a year, Semester 1 and Semester 2. MSHS are currently importing results into OneSchool for Term 1 to import into TrackEd so that parents can receive feedback on how their child is going. Rebecca suggested that parents email teachers individually if they want to know Term 1 results. Parent Teacher interviews are held twice a year (term 2 and term 3.)
<p>Motions moved from meeting:</p>	<p>Motion: Previous minutes accepted as true and accurate Motion: Executive decision on bank details accepted Motion: Pursue Intersport uniform contract Motion: Treasurer report accepted Motion: Principal report accepted Motion: Bright Kids section of website removed Motion:</p>
<p>New Members:</p>	<p>Leisa Westerman Tanya Crawley Kylie Otago</p>
<p>Date of next meeting:</p>	<p>19th July 2021 at Worker’s Club (Matthew Huggett will book Worker’s Club for 6pm)</p>
<p>Close:</p>	<p>7:33pm</p>
<p>Minutes prepared by:</p>	<p>Tracy Jarvis</p>