

<b>MORANBAH STATE HIGH SCHOOL P&amp;C GENERAL MEETING MINUTES</b>	
<b>AGENDA ITEM</b>	
<b>Date of General Meeting:</b>	Monday 13 September 2021
<b>Members Present:</b>	Kristy Bartlett, Melissa Westcott, Jenny Leach, Lesia Westerman, Ashley Spain, Stacey Dolan, Michelle Pole, Rachael Lewis, Angela Petersen, Jackie Wood, Rebecca Huggett, Matthew Huggett, Hans Binnekamp, Sarah Williams, Tanya Crawley, Brianna Baggow, Monica Thomas
<b>Apologies:</b>	Tracy Metcalfe
<b>Others Present:</b>	
<b>Previous Minutes accepted:</b>	Motion: Previous minutes accepted as true and accurate Moved: Angela Petersen Seconded: Jackie Wood Voted all in favour
<b>Business arising from previous minutes:</b>	<ul style="list-style-type: none"> <li>• Uniform contract update: <ul style="list-style-type: none"> <li>○ Rebecca - sourced a sample contract.</li> <li>○ Stacey - sourced a sample logo licence agreement.</li> <li>○ Mel - contacted P&amp;C QLD to get advice about contract templates and was told that when the P&amp;C is not directly selling uniforms themselves they then relinquish control of the uniform contracts back to the school. The P&amp;C does not actually have any agreements with Intersport but the school does. The P&amp;C's role is to work with the school in the selection and approval of uniforms in the event of changes.</li> <li>○ Stacey - approached procurement to prepare the contract.</li> <li>○ Mel - we have updated Stacey at Intersport so they will be ordering uniforms.</li> <li>○ Matt - asked if the school or the P&amp;C is the recipient of the % payment, but Stacey is unsure, to be looked into.</li> </ul> </li> <li>• Uniform item discussion: <ul style="list-style-type: none"> <li>○ Mel - Rob sourcing a jumper option and a formal boys short option and will report back for next meeting.</li> <li>○ Angela and Brianna - asked for a formal girls short to be sourced as well, mentioned at last meeting.</li> <li>○ Melissa - what is the policy about non MSHS embroidered navy shorts.</li> <li>○ Angela - Some of the shorts are so short they can't be seen under the jumper.</li> <li>○ Michelle - the uniform items is up to the P&amp;C.</li> <li>○ Rebecca - Parents please bring in examples of asked to bring samples of non Intersport shorts their children wear to the next meeting to discuss.</li> </ul> </li> </ul> <p>Action - Stacey to follow up with procurement and look into who receives the % payment.</p>

## MSHS P&C Meeting September 2021

- Musical photos - received from staff and posted on facebook.
- 2022 Timetable
  - Michelle sent a letter home re: the reason for change and the process undertaken so far.
- Telstra bill: Rebecca has cancelled the Bright Kids phone account and we are awaiting the final bill to pay.
- Tuckshop hire agreement paperwork finalised.
- Spare school uniform request update:
  - Michelle - Want to ensure there is enough for all students each day. Would like to hold Formal - 5 of each size, Sports - 10 of each size.
  - Michelle - Year Level Coordinator will contact parent to check if they want to bring a uniform to school for the child. If not student will be asked to change into a spare uniform item.
  - Michelle - Students will change back at the end of the day. Washing will be done at school.
  - Stacey - If student does not come and get changed and bring back their borrowed item they can be invoiced.
  - Want to start next term.
  - Rachael - Will advertise for second hand uniforms on FB and newsletter with students finishing Year 9 and Year 12 shortly, now is a good time to advertise.
  - Matthew - the P&C would like the school to purchase items from Op shop first and new if required.
- School newsletter - currently, each article in our newsletter needs to be clicked on to see all pages in the article. State and East don't. Stacey will get the office ladies over to see State staff to see what we are doing differently to see if we can make it easier to access the newsletter.
- School wish list - Architects coming next term so hopefully after then they will have a plan for a few years wishlist.
- Mrs Ganye's 10 FSK class raised \$182 with their FSK Cancer council fundraiser which will be deposited to the Cancer Council bank account.
- Asbestos training completed by P&C Executive.
- PO Box keys collected. 1 now stored with the P&C folder and USB, 1 held by the school office to collect the mail on a weekly basis.

Action - Mel to contact Rob about getting a formal girls short sample as well.

Action - Parents who have non-intersport sports uniform bottoms to please bring them in so we can have a look at the next meeting.

**MSHS P&C Meeting September 2021**

<b>Correspondence</b>	
Inward (as listed)	<ul style="list-style-type: none"> <li>• Final quote for supply, delivery and installation of lighting in the hall.</li> <li>• Workers comp insurance COC.</li> <li>• Request from Stacey re world teacher's day (email).</li> <li>• P&amp;C Qld email with update on QLD min wag increase.</li> </ul>
Outward (as listed)	<ul style="list-style-type: none"> <li>• CSIRO local voices invoice</li> <li>• Email to school advising that P&amp;C can't enter a contract for off-site supply of uniform.</li> </ul>
Business arising from the correspondence	<ul style="list-style-type: none"> <li>• Lights to be installed during the school holidays. Executive decision made 1 September 2021: Motion: P&amp;C pay the difference between the gambling grant and the quoted installation of the lights, approximately \$5000. Moved: Rebecca Huggett. Seconded Melissa Westcott. Voted all in favour.</li> <li>• World Teachers Day, first day of Term 4, in previous year's the P &amp; C Association have purchased coffee vouchers and delivered dessert platters to staff rooms to help celebrate our Teachers. Can the P &amp; C assist with something similar to previous years? <ul style="list-style-type: none"> <li>○ Rebecca declared a conflict of interest as she is on the P&amp;C executive but also a staff member of the school.</li> <li>○ Mel - this doesn't meet the letter of the law as it doesn't benefit the students.</li> <li>○ Matthew - that contributing to teacher moral will benefit students.</li> <li>○ Hans - that a lot of our staff are young and away from families, so this support is important.</li> <li>○ Monica - if the P&amp;C can't support it, can we ask one of the local businesses to support it?</li> <li>○ General consensus that parents happy to support the idea.</li> </ul> <p>Motion: P&amp;C to fund welcome back to Term 4, cost to be advised in a new request. Moved: Mel Westcott Seconded Matthew Huggett Voted all in favour (school staff did not participate in vote)</p> </li> <li>• Lauren will implement the tuckshop wage update into the accounting software and backpay the ladies to 1 September once it is done.</li> </ul> <p>Action: School to get back to the P&amp;C Executive with the details and cost of the Term 4 function.</p>

**MSHS P&C Meeting September 2021**

<p><b>Treasurer's report:</b> Financial statement, and any business arising from these.</p>	<ul style="list-style-type: none"> <li>• Attached Treasurers Report</li> </ul> <p><b>Account Balances at 31<sup>st</sup> August 2021:</b> BrightKids Account: \$ 32,995.96 Tuckshop Account: \$ 95,055.50 General Account: \$ 914.37 Business Account: \$ 23,100.00 <b>TOTAL: \$152,065.83</b></p> <p>Motion: Treasurer's report accepted Moved: Rebecca Huggett Seconded: Hans Voted all in favour</p>
<p><b>Tuckshop subcommittee reports:</b> Financial statements, and any business arising from these</p>	<p><b>Account Balances at 31<sup>st</sup> July 2021:</b> Tuckshop Account: \$ 95,055.50</p> <ul style="list-style-type: none"> <li>• Sharon back after her LSL.</li> <li>• New employee Leesa did a great job during Sharon's leave and is fitting in well.</li> <li>• Rebecca to provide Blue card evidence to Stacey for Sharon, Maria and Leesa.</li> <li>• Sharon, Maria and Leesa booked in tomorrow with Stacey to do asbestos training.</li> </ul>
<p><b>Principal's Report:</b></p>	<p>Michelle Pole presented her report to the P&amp;C including</p> <ul style="list-style-type: none"> <li>• PBL: rewards at the end of the term - 358 (just under half the students) invited to go to the pool. End of term 4 hopefully will be the inflatable slides.</li> <li>• Icentre being developed into a student services hub - signing in and out, bullying, support team, year level coordinators, wellbeing DP, Student services HOD. Parents will still come into the office and ring the office to sign kids out. Will get a lot of traffic out of the office at break times to student support team.</li> <li>• Elearning/BYO - increasing digital pedagogy, planning time allocated for 2022 Term 1 units to more fully imbed digital pedagogy. Imbedding skills needed for senior into junior school. Consideration on developing an equity pool. Current process is families can hire laptops but the pool of laptops is old and dwindling.</li> <li>• The new bell system is installed. At the end of the breaks there is a song being played. The normal bell is going at the other times. Song changes each week.</li> </ul>

**MSHS P&C Meeting September 2021**

	<ul style="list-style-type: none"><li>• New buildings in 2023 - 6 classrooms, plans going to the budget team of EQ. Potentially two science labs and four other spaces.</li></ul> <p>Motion: Principals report accepted Moved: Rebecca Huggett Seconded: Hans Binnekamp Voted all in favour</p>
<b>General Business:</b>	<ul style="list-style-type: none"><li>• P and C would like to apply for a grant for equity devices, rather than from current funds. The P and C does not want to provide these in an ongoing fashion over the years. The equity devices should be provided by the school.</li><li>• Year 12 Formal arrangements, can Year 12 students take their Year 11 partners.<ul style="list-style-type: none"><li>○ Sarah - It is only natural that Year 12 want to bring Year 11 partners</li><li>○ Ashley - There are some that also want to bring older partners</li><li>○ Rachael - In many of the student surveys over the year, the students have been pretty vocal about not wanting younger students there and not wanting parents there</li><li>○ Ashley - The purpose of the formal is to celebrate the Year 12 students not their partners. Parents and others can come to the cocktail party and partners can walk the red carpet with the Year 12's</li><li>○ Sarah - Zero information has come home yet. We don't know the venue or the times (general agreement at the table)</li><li>○ Michelle - One letter has gone to students a few weeks ago</li><li>○ Ashley - We will resend the letter via email. Venue is community centre. 4:30-6:00pm is the red carpet arrival and photos, with platters available</li><li>○ Kristy - Why can't parents come to the dinner, they always have in the past. They go to a lot of effort to dress up and get family photos etc, and the parents want to be there to see their child's last event. We are involved and invited to events from Prep right the way through until this very last event. Some students are upset that they can't bring their parents</li><li>○ Ashley - Decision was made earlier with the possibility of covid restrictions reducing numbers, that just Year 12 would be invited as it would likely still meet any restrictions, while outdoor has less restrictions so there is the cocktail function during arrivals.</li><li>○ Rachael - Very few schools offer the ability for parents to attend.</li><li>○ Ashley - The graduation ceremony is for the families as well</li></ul></li></ul>

	<ul style="list-style-type: none"><li>○ Sarah - It would be nice for the partners to be able to attend with the graduates. They are spending money on dresses etc and then can only go to the arrivals part.</li><li>○ Rebecca - There was a Year 10/11/12 mocktail event held a few weeks ago where all students in Year 10-12 could attend with their partners if they wished. Only 40 students attended.</li><li>○ Jackie - After having three kids graduate, I feel that the kids had a better time without the parents. Having the parents there for the arrivals is good. Even let the parents in to see the set up before they head off. It's too noisy to talk during the formal anyway.</li><li>○ Rebecca - I have been to the past 15 formals, and about 10 have invited parents. When the parents are there, the whole room is taken up with dinner tables and there is no space for a dance floor.</li><li>○ Rachael - Where parents have attended in the past 7 years the dinner part of the formal has taken between 2.5 and 4 hours to get through. Having such a large number of guests makes the evening longer.</li><li>○ Ashley - In the end, the school wants it to be a celebration of the graduating Year 12's.</li><li>○ Michelle - we will resend the letter to parents.</li></ul> <ul style="list-style-type: none"><li>● Digital NAPLAN v paper copy - have we seen a positive or negative overall effect? Rachael reported:<ul style="list-style-type: none"><li>○ Individual kids seem to have done really well, but cohorts overall have seemed to have done similar.</li><li>○ Numeracy test has some kids tailored to their first lot of results.</li><li>○ Some outstanding results in Grade 9.</li><li>○ Lots of kids away this year for different parts.</li><li>○ Kids withdrawn was on par with previous years.</li><li>○ Kids were also not bringing computers on testing day (in Year 9, 15-20 of the 80 students each session).</li><li>○ Focus on the test seemed to be better.</li></ul></li><li>● Psychologist funding - ad went out for 486 psychologists state wide, Moranbah has almost 2 full time equivalent allocation between the three schools. Waiting to see if the positions are filled. Schools have got together to offer housing to be included in the ads to try and encourage applicants to choose rural over urban locations.</li><li>● Road safety<ul style="list-style-type: none"><li>Brianna - kids behaviour at the crossing is not good in the afternoon, they rush over, they dawdle, they go across off the crossing, they have no thought for the cars that have been waiting for a long time. P platers pull out into the road and kids are enter the road right in front of them off the crossing.</li><li>Michelle - Can the P&amp;C approach Road Safe Moranbah about</li></ul></li></ul>
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## MSHS P&C Meeting September 2021

	<p>police presence at the crossing.</p> <p>Rachael - The year 12's did a carpark survey and majority said they would park in a car park if they were provided.</p> <p>Brianna - Would the high school like to put a rep on the road safety committee?</p> <p>Action - School to consider having a rep to join the road safety committee.</p>
<b>Motions moved from meeting:</b>	<p>Motion: Previous minutes accepted as true and accurate.</p> <p>Motion: P&amp;C pay the difference between the gambling grant and the quoted installation of the lights, approximately \$5000.</p> <p>Motion: P&amp;C to fund to welcome back to Term 4, cost to be advised in a new request.</p> <p>Motion: Treasurer's report accepted.</p> <p>Motion: Principal's report accepted.</p>
<b>Actions from the meeting:</b>	<p>Action - Stacey to follow up with procurement and look into who receives the % payment.</p> <p>Action - Mel to contact Rob about getting a formal girls short sample as well.</p> <p>Action - Parents who have non-intersport sports uniform bottoms to please bring them in so we can have a look at the next meeting.</p> <p>Action - School to get back to the P&amp;C Executive with the details and cost of the Term 4 function.</p> <p>Action - School to consider having a rep to join the road safety committee.</p>
<b>New Members:</b>	Kristy Bartlett, Sarah Williams
<b>Date of next meeting:</b>	Monday 11 October, 6pm at the Isaacs room, Moranbah Community Workers Club
<b>Close:</b>	7:33pm
<b>Minutes prepared by:</b>	Rebecca Huggett