

<b>MORANBAH STATE HIGH SCHOOL P&amp;C GENERAL MEETING MINUTES</b>	
<b>AGENDA ITEM</b>	
<b>Date of General Meeting:</b>	Monday 6 June 2022
<b>Members Present:</b>	Rebecca Huggett, Michelle Pole, Stacy Dolan, Matthew Huggett, Rachael Lewis, Kylie Otago, Craig Dent, Jackie Wood, Tanya Crawley, Brianna Baggow, Alaina Earl
<b>Apologies:</b>	Mel Westcott, Ash Spain
<b>Others Present:</b>	Angela Peterson
<b>Previous Minutes accepted:</b>	Motion: Previous minutes tabled and accepted as true and accurate Moved: Rebecca Huggett Seconded: Kylie Otago All in favour
<b>Business arising from previous minutes:</b>	<ul style="list-style-type: none"> <li>• Uniform –               <ul style="list-style-type: none"> <li>○ Girls formal skirt with elastic – will be made specially for the school so no sample.</li> <li>○ Boys formal short with elastic – Rachael has sample. Action: Rachel to proceed with surveying kids about the boys short and the girls short to get an idea how many would purchase it so we can advise Rob whether to order some in.</li> </ul> </li>   <li>• Quotes for bubbler and mower               <ul style="list-style-type: none"> <li>○ Mower JJ Centre approx. \$26,500 all inclusive</li> <li>○ Jack Outdoor approx. \$23,000 all inclusive</li> <li>○ Bubbler – 4 chillers and 4 filters on existing troughs \$28,000 plus installation</li> <li>○ Bubbler – new trough with 4 bubblers/drink bottle taps \$8,000. 4 troughs would cost \$32,000 plus installation. Individual bottle stations with chillers \$4,000 each plus installation.</li> </ul> <p>Motion: That the P&amp;C contribute \$51,000 towards the purchase of a new mower and bubblers for the school, to be paid upon invoice from the school after purchase Moved: Rebecca Huggett Seconded: Kylie Otago Action: Rebecca to apply for the Arrow grant to help fund the bubble purchase.</p> </li>   <li>• Tastebuds – sales up to \$118.20 in sales. Once it reaches \$200 that will trigger a 50% payment at the end of the month.</li>   <li>• P&amp;C QLD Conference               <ul style="list-style-type: none"> <li>○ No response for further attendees from members</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>○ Matthew applied for the half price ticket for rural and remote attendees. Waiting to hear if he was successful.</li> <li>• Senior jerseys arrived</li> <li>•</li> </ul>
<b>Correspondence</b>	
Inward (as listed)	<p>Email – Vicki Radke re 2023 formal          Email – Joel Van Zanden re : sports support          Email – ATO RE superannuation guarantee changes          Email – P&amp;C Qld re music licencing</p>
Outward (as listed)	<p>Email – Vicki Radke re: 2023 formal          Email – Joel Van Zanden re: sports support</p>
Business arising from the correspondence	<p>Action: Rebecca to email Joel Van Gelder regarding the Isaac Council sporting grants, and the State Govt emerging athlete pathways          Action: Rebecca to complete the application for the music licence</p>
<b>Treasurer’s report:</b> Financial statements, and any business arising from these.	<ul style="list-style-type: none"> <li>• Attached Treasurers Report</li> </ul> <p><b>Account Balances at 31<sup>st</sup> May 2022:</b>          Tuckshop Account: \$98,524.84          Business Account: \$23,100.00          Bright Kids Account: \$8103.84          General Account: \$734.37  <b>TOTAL \$130,463.05</b></p> <p>Motion: Treasurer’s report accepted          Moved: Jackie Wood          Seconded: Rebecca Huggett          Voted all in favour</p>
<b>Tuckshop report:</b>	<ul style="list-style-type: none"> <li>• Sharon asked for clarification about supplying lunch to kids who have forgotten if a parent calls to organise this.             <ul style="list-style-type: none"> <li>○ Currently, a parent might call the office and ask for them to organise tuckshop</li> <li>○ The office rings Sharon, and the kids comes to the tuckshop and purchases lunch.</li> <li>○ The kids brings the money in the next day. If not, Sharon tries to contact the parent, but sometimes they don’t answer or return messages.</li> <li>○ Is there an alternative process we can introduce where if the parent ring up the tuckshop invoices the school and the school invoices the parent?</li> <li>○ Angela: In munch monitor, the parent can enable the student to spend money from the Munch Monitor account at school.</li> <li>○ Rebecca: in order for this to occur, the server has to log on to munch monitor and check the account, which takes time away from serving. We don’t have any volunteers. Mon-Wed 1 person serves while the other hands out</li> </ul> </li> </ul>

	<p>munch monitor and then starts serving once that has all been collected. On Thu-Fri, two people serve while one hands out munch monitor.</p> <ul style="list-style-type: none"> <li>○ Stacey: probably best if Sharon can't contact the parent, the tuckshop/P&amp;C invoice the parent.</li> </ul> <ul style="list-style-type: none"> <li>● (Parent Question) How are sales going and tuckshop lines?             <ul style="list-style-type: none"> <li>○ Rebecca: I help out in the tuckshop for 20 mins once a week or fortnight. I give out the munch monitor. That is usually out within 15 mins. The lines take longer, but they are usually cleared by 25 mins into lunch. Maybe 30 at the outside. That still leaves 20-25 mins for eating.</li> <li>○ Rebecca: lines are slowed down by kids purchasing for two or more people. They pay with separate cash or separate card, call out to their friend if the item they want isn't there. Actually takes longer but the kids don't believe that.</li> </ul> </li> </ul>
<p><b>Principal's Report:</b></p>	<p>June 2022 report</p> <ul style="list-style-type: none"> <li>● Events manager             <ul style="list-style-type: none"> <li>○ new position, started last week.</li> <li>○ hall booking process being finalised.</li> <li>○ bookings should be able to commence Term 3.</li> <li>○ hall will be available when not in sue by the school.</li> </ul> </li> <li>● 2022 Staffing             <ul style="list-style-type: none"> <li>○ 2 staff under allocation at the moment.</li> <li>○ We had some staff start this week.</li> <li>○ Still looking state-wide for IDT teachers (wood work and electrical) but they are the scarcest teachers out there.</li> <li>○ BMA helping out with tradespeople visiting technology classes when they have them available.</li> </ul> </li> <li>● 2023 Calendar dates             <ul style="list-style-type: none"> <li>○ Dates for 2023 for big school events being looked at now and added to our school calendar.</li> <li>○ Potentially a fridge magnet will be produced with the 2023 dates.</li> <li>○ Will help with availability for external hire of the hall in advance, as it can't be hired out when the school needs it for events.</li> </ul> </li> <li>● Term 3 stakeholder meeting             <ul style="list-style-type: none"> <li>○ In week 5 term 3 we will hold another stakeholder meeting.</li> <li>○ Review how the school can better interact with community and continue to work together.</li> <li>○ Parent / Teacher / students working party to discuss the ongoing vandalism of the toilets in Year 7 block is quite bad.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ (in response to a parent question about cameras) there are no cameras nearby that toilet block, and we legally cannot place a camera looking into a toilet. Stacey is looking at where one could go.</li> <li>○ Work ute vandalised in front of the cameras a couple of weeks ago.</li> <li>○ Each of the last three weeks Stacey has provided CCTV footage to the police of trespassers at night.</li> </ul> <ul style="list-style-type: none"> <li>● Day structure <ul style="list-style-type: none"> <li>○ Positive feedback about the new structure.</li> <li>○ Reduction in behaviour incidents.</li> <li>○ Increased in student attendance.</li> <li>○ Review in Term 3 seeking more feedback and discuss if it will continue in 2023.</li> <li>○ (Parent comment) kids are saying they are a bit bored since the break is so long. But they like finishing at 2:20pm.</li> <li>○ SRC are looking at ideas to events things happening at lunch time.</li> </ul> </li> <li>● World teacher's day – staff appreciation <ul style="list-style-type: none"> <li>○ Idea for P&amp;C – reusable coffee mug for all staff, promotional material, the school will then personalise them</li> </ul> </li> </ul> <p>Actions: Michelle to email the mug quote to Rebecca.  Action: Rebecca to check with Mel if these mugs for advertising and staff appreciation are an acceptable use of P&amp;C funds, executive will discuss.</p> <p>Motion: That the principals report be accepted.  Moved: Michelle Pole  Seconded: Rebecca Huggett  Voted all in favour</p>
<p><b>General Business:</b></p>	<ul style="list-style-type: none"> <li>● Alaina: All actions were completed from last meeting</li> <li>● Alaina: I understand that rumours are just rumours, but can you tell us what is the process if there is an allegation made against a teacher. <ul style="list-style-type: none"> <li>○ Michelle explained the process:</li> <li>○ There is a student report</li> <li>○ Student/s complete incident/witness statement</li> <li>○ Principal refers Integrity branch (with student statements etc) using the online tool iRefer</li> <li>○ Integrity branch investigate</li> <li>○ If the integrity branch deems it is referred back to the school</li> <li>○ If the integrity branch determines there needs to be further investigation, the teacher is put on leave by the department pending an investigation</li> </ul> </li> </ul>

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<b>Motions moved from meeting:</b>	<p>Motion: Previous minutes accepted as true and accurate.</p> <p>Motion: That the P&amp;C contribute \$51,000 towards the purchase of a new mower and bubblers for the school, to be paid upon invoice from the school after purchase</p> <p>Motion: That the treasurer's report accepted.</p> <p>Motion: That the principals report be accepted.</p>
<b>Actions from the meeting:</b>	<p>Action: Rachel to proceed with surveying kids about the boys short and the girls short to get an idea how many would purchase it so we can advise Rob whether to order some in.</p> <p>Action: Rebecca to apply for the Arrow grant to help fund the bubble purchase.</p> <p>Action: Rebecca to email Joel Van Gelder regarding the Isaac Council sporting grants, and the State Govt emerging athlete pathways</p> <p>Action: Rebecca to complete the application for the music licence</p> <p>Actions: Michelle to email the mug quote to Rebecca.</p> <p>Action: Rebecca to check with Mel if these mugs for advertising and staff appreciation are an acceptable use of P&amp;C funds, executive will discuss.</p>
<b>New Members:</b>	Angela Peterson
<b>Date of next meeting:</b>	8 August 2022, 6pm at the Moranbah Community Workers Club
<b>Close:</b>	6:50am
<b>Minutes prepared by:</b>	Rebecca Huggett