

<b>MORANBAH STATE HIGH SCHOOL P&amp;C GENERAL MEETING MINUTES</b>																							
<b>AGENDA ITEM</b>																							
<b>Date of General Meeting:</b>	Monday 12 February 2024 6:00pm																						
<b>Members Present:</b>	Amanda Smith, Michelle Pole, Tanya Pietzner, Tracey Croce, Tanya Crawley, Stacey Dolan, Jackie Wood, Matthew Huggett, Rebecca Huggett, Kylie Otago, Amber Earl																						
<b>Apologies:</b>	Ash Spain																						
<b>Others Present:</b>	Nikki Pilcher, Elaine Gilmartin, Justin Gilmartin, Craig McKeough, Belinda McKeough, Erin Adams																						
<b>Previous Minutes accepted:</b>	Motion: Previous minutes tabled and accepted as true and accurate Moved: Rebecca Seconded: Stacey Carried																						
<b>Executive Motions:</b>	That the Deb ball be able to serve alcohol. Moved Rebecca, Seconded Amanda, Carried																						
<b>Business arising from previous minutes:</b>	<ul style="list-style-type: none"> <li>• SRS fees                             <ul style="list-style-type: none"> <li>○ Some slight changes to the endorsed fees had to be made due to increased costs from suppliers of the electronic text books.</li> </ul> </li> </ul> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th></th> <th>2023 Fees</th> <th>2024 Fees Approved in November</th> <th>New 2024 fees</th> </tr> </thead> <tbody> <tr> <td>Year 7-9</td> <td>\$39</td> <td>\$32</td> <td>\$55</td> </tr> <tr> <td>Year 10</td> <td>\$59</td> <td>\$42</td> <td>\$65</td> </tr> <tr> <td>Year 11</td> <td>\$37</td> <td>\$18</td> <td>\$20</td> </tr> <tr> <td>Year 12</td> <td>\$37</td> <td>\$18</td> <td>\$20</td> </tr> </tbody> </table> <p style="margin-left: 40px;">Motion: That the proposed SRS fees for 2024 be approved Moved: Amanda Secunder: Jackie Carried</p>				2023 Fees	2024 Fees Approved in November	New 2024 fees	Year 7-9	\$39	\$32	\$55	Year 10	\$59	\$42	\$65	Year 11	\$37	\$18	\$20	Year 12	\$37	\$18	\$20
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<b>Correspondence</b>	Date	Inward	Outward																				
	19 Jan	Email – Lauren: Invite for P&C president to attend the Leadership Induction Ceremony on 8 Feb																					
	6 Feb	Email – Judy Permission for liquor licence for hire date for the deb ball	Email – To Judy: Approval granted providing community liquor permit provided.																				
	7 Feb	Email – MSHS: Notice of construction beginning																					

**MSHS P&C Meeting February 2024**

	Date	Inward	Outward
	8 Feb	Email – MSHS: Student Code of Conduct for approval	
	11 Feb	Email – Elaine: Membership inquiry	
	11 Feb	Messenger – Lauren: Intention to resign as book keeper	
	12 Feb		Email – To Elaine: Explanation of how to become a member
	12 Feb		Email – To Michelle: Request for some changes to the Student Code of Conduct
	12 Feb	Email – Craig: P&C page from code of conduct	Email – To Craig: P&C page from code of conduct
Business arising from the correspondence			
<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> Account Balances at 31 October 2023: Tuckshop Account: \$19,445.20 General Account: \$2,466.61 Business Account: \$23,100.00 TOTAL: \$45,011.81  Motion: Treasurer’s report accepted Moved: Rebecca Seconded: Amanda Carried	
<b>Tuckshop report:</b>		<ul style="list-style-type: none"> <li>Good start to the year.</li> <li>Problem with cold room, the school had Q-Build take a look</li> <li>Maria will be taking several weeks leave in the first half of the year (3-5 weeks)</li> <li>Sharon has asked if we could consider more hours for Leesa. She currently works 4 hours x 2 days. Would like to increase that to 4 or 5 days. Sales data handout.</li> </ul> Motion: That the P&C offer Leesa additional hours in the tuckshop when required. Minimum remains at 2 days per week, but additional days up to 5 days per week in busier weeks. Moved: Rebecca Seconded: Amanda Carried Action: Rebecca to ask Sharon to speak with Leesa about potentially working more shifts in busy weeks.	

**Principal's Report:**

- Wonderful start to 2024 with over 760 students.
- New buildings
  - Builders are on site to build the new 6.5 classroom block between L and G blocks, and the new science lab / refurbishment in F block.
  - Construction of the 8- space carpark will begin after the school formal.
- Implementation of the good standing policy
  - Students have been eased into the uniform expectations in Weeks 1 and 2, but from week 3 ehave been implemented.
  - Some parents have been very upset about the uniform policy despite several months warning.
  - Another part of the policy causing upset is the 90% attendance expectation.
  - First round of good standing will be assessed on Friday 23 February, the end of week 5.
  - Students and parents will be contacted in Week 6 if they have lost good standing and they will not be able to represent the school in excursions, camps, formal, school sport. Good standing will be assessed again on Thursday 28 March, end of Term 1.
- Code of conduct
  - After feedback from parents, we are working to simplify this document (currently 167 pages) and to provide links to the documents referred to in the policy.
  - We will bring it to the next meeting.
- Digital Processes
  - We are increasing our digital processes in 2024
  - Excursion forms will be digital through QParents, and an editable PDF emailed to parents.
  - We are using Compass for daily routines, and communication with parents and students.
  - Afterschool session for IT help on Wed 21 Feb for students and parents.
- Masterplan
  - We would like to move forward with landscaping, shade trees, ninja course for year 7, cover and stadium seating on the basketball courts, seating options for students.
  - Would be great to see the P&C assist with these.
- Week 10, Term 1 – quadrennial school review occurring

Motion: That the principals report be accepted.

Moved: Michelle

Seconded: Amanda

Carried

<p><b>General Business:</b></p>	<ul style="list-style-type: none"><li>• 2024 Code of conduct<ul style="list-style-type: none"><li>○ Being edited</li><li>○ Will have it to the next meeting</li></ul></li> <li>• P&amp;C Contribution to masterplan<ul style="list-style-type: none"><li>○ Our main funding source is the tuckshop</li><li>○ Last year we provided \$35,000 towards the tuckshop plans</li><li>○ Last year we committed to the two IT trainees, which will continue to Term 3 or 4 this year, at a cost of about \$430 per week. Along with the increase in hours for tuckshop assistants, at this stage we have no more funds available to commit to the school at this time.</li></ul></li> <li>• Day 8 numbers<ul style="list-style-type: none"><li>○ Parent: Will day 8 numbers provide an additional teacher?</li><li>○ Michelle: No, but they do provide an additional HOD position. Currently we have three school purchased HOD positions that we pay for out of our budget. Senior HOD Junior HOD and eLearning HOD. One of these will become permanent.</li><li>○ Michelle: Only 6 new teachers this year.</li></ul></li> <li>• P&amp;C state conference in May this year<ul style="list-style-type: none"><li>○ Matt has been invited to be on the judging panel for the P&amp;C</li><li>○ Should get a fully funded position</li><li>○ Gabby and Matt went last year and are now a part of a facebook chat with P&amp;C people in the region</li></ul></li> <li>• Matt would like to P&amp;C to write a letter to Di Farmer (new education minister) to remind her about the tuckshop upgrade and see if there is any movement on this for those that missed out as per Grace Grace's comments in 2023. Action: Rebecca and Matt to write a letter to Di Farmer regarding tuckshop upgrade funding</li> <li>• AGM<ul style="list-style-type: none"><li>○ Date set 18 March</li><li>○ Audit will be back before then</li><li>○ Consider executive positions, Rebecca will not be nominating for secretary</li><li>○ Lauren is unable to continue doing the bookkeeping past the AGM. Will need the treasurer, or a volunteer, or paid position to do this. Approx. 3 hours per week work. Action: Rebecca will seek a quote for P&amp;C Qld bookkeeping service to get an indication of cost.</li></ul></li></ul>
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## MSHS P&C Meeting February 2024

<b>Motions moved from meeting:</b>	Motion: Previous minutes tabled and accepted as true and accurate Motion: That the proposed SRS fees for 2024 be approved Motion: Treasurer's report accepted Motion: That the P&C offer Leesa additional hours in the tuckshop when required. Minimum remains at 2 days per week, but additional days up to 5 days per week in busier weeks. Motion: That the principals report be accepted.
<b>Actions from the meeting:</b>	Action: Rebecca to ask Sharon to speak with Leesa about potentially working more shifts in busy weeks. Action: Rebecca and Matt to write a letter to Di Farmer regarding tuckshop upgrade funding Action: Rebecca will seek a quote for P&C Qld bookkeeping service to get an indication of cost.
<b>New Members:</b>	Nikki Pilcher, Justin and Elaine Gilmartin, Craig and Belinda McKeough, Erin Adam Moved: Matthew Seconded Amanda Carried
<b>Date of next meeting:</b>	AGM 18 March Monthly Meetings: Week 4 and Week 9 of term Monday 18 March, 6:30pm
<b>Close:</b>	6:45pm
<b>Minutes prepared by:</b>	Rebecca Huggett