

MORANBAH STATE HIGH SCHOOL P&C GENERAL MEETING MINUTES	
AGENDA ITEM	
Date of General Meeting:	Monday 22 April 2024 6:30pm
Members Present:	Craig McKeough, Belinda McKeough, Gabby Halverson, Jackie Wood, Michelle Pole, Matthew Huggett, Tanya Crawley
Apologies:	Amanda Smith, Ash Spain, Rebecca Huggett
Others Present:	
Previous Minutes accepted:	Motion: Previous minutes tabled and accepted as true and accurate Moved: Matthew Seconded: Craig Carried
Executive Motions:	<p>Executive Motion: That we purchase a glass door for the bain marie to replace the shattered one, ~ \$200. Moved: Matthew Seconded: Amanda Carried</p> <p>Executive Motion: That we purchase 400 lollipops for Moranbah hospital staff to hand out to Year 7 and 10 students after their immunisations in Term 2 and Term 3, ~ \$140. Moved: Amanda Seconded: Gabby Carried</p>
Business arising from previous minutes:	<ul style="list-style-type: none"> • P&C conference <ul style="list-style-type: none"> ○ Gabby has been part funded ○ Matt to book for both Gabby and Matt (he will use a credit he has for a one way flight) ○ Matt will seek reimbursement once booked <p>Action: Matt and Gabby to complete registrations and travel bookings for P&C Conference</p> <ul style="list-style-type: none"> • Book keeping options <ul style="list-style-type: none"> ○ Gabby to see if she can fit in the accounts workload after training by Lauren. ○ If this becomes unsustainable, then we can look at paid options. <p>Action: Gabby to connect with Lauren regarding book keeping</p>
Fundraising	<ul style="list-style-type: none"> • Pilchers containers for change <ul style="list-style-type: none"> ○ Matt to follow up, should be able to get 8 bins to the school, emptied fortnightly. ○ C4C account number is C11 419 007 <p>Action: Matt to talk to Barry and Pilchers about containers for change</p> <ul style="list-style-type: none"> • Square – can we get authorisation to set up a square account for the P&C.

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	<ul style="list-style-type: none"> • Trybookings – would be easier to run events with a program like this. <p>Motion: That the Moranbah State High School P&C set up a Square account and a try bookings account to use for fundraising and events Moved: Matthew Seconded: Gabby Carried Action: Rebecca to set up Square and try bookings for the P&C</p> <ul style="list-style-type: none"> • Trivia Night – Friday 31 May <ul style="list-style-type: none"> ○ Poster – changes or additions? ○ Mention prizes ○ What are we fundraising for – funds towards shaded areas / seating / gardens for students ○ Poster needs try booking link and QR code ○ Poster will be emailed out soon - please put up a poster at your place of business ○ To be advertised on FB / school newsletter/ School FB page / emailed home to parents • Comedy night – Sunday 1 September <ul style="list-style-type: none"> ○ Fathers Day
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Correspondence	Date	Inward	Outward
	18 Mar	Email – P&C Award judging information	Email – P&C Award evaluation record
	19 Mar	Email – Moranbah Arts: Liquor permit for Deb ball	
	21 Mar		Email – To MSHS: facilities hire
	25 Mar	Email – Lactalis: new account creation (TJF Milk -> Lactalis)	
	2 Apr	Email – P&C QLD: P&C Industrial award decision update	
	3 Apr	Email – P&C QLD: welcome to new P&C's	
	15 Apr		Email – MSHS: Request for help catering trivia night
	16 Apr	Email – Tuckshop: lollipop quote for Y7 and Y10 immunisations	
	17 Apr	Email – Stacey: Renewal of Blue cards for Sharon and Leesa	
	20 Apr	Email – FAB Financial services: Request for copy of signed audit report	Email – To FAB: signed copy sent

Business arising from the correspondence	<ul style="list-style-type: none"> • P&C Industrial award decision update <ul style="list-style-type: none"> ○ Pay rates increased in the new award ○ Payrates need to be backdated to 1 September ○ Lauren has processed this • Welcome to new P&C includes link to update executive committee
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	<ul style="list-style-type: none"> • MSHS facilities hired – Blue Shed for P&C meetings, Performance hall for trivia night and Fathers Day comedy show • Technology team unable to cater for trivia night due to staff absence, need to try local businesses like the Roast Shack instead
<p>Treasurer’s report: Financial statements, and any business arising from these.</p>	<p>Attached Treasurers Report</p> <ul style="list-style-type: none"> • Account Balances at 31 March 2024: <ul style="list-style-type: none"> ○ Tuckshop Account: \$26,178.54 ○ General Account: \$4,664.44 ○ Business Account: \$23,100.00 ○ TOTAL: \$53,942.98 <p>Motion: Treasurer’s report accepted Moved: Gabby Seconded: Michelle Carried</p>
<p>Tuckshop report:</p>	<ul style="list-style-type: none"> • Bank balance is getting low. • Idea of including sushi on sold from the sushi place • Idea of including pizza once a week <p>Motion: That the P&C ask Sharon to increase the cost of goods by 10% (rounded to the nearest 10c) in order to help meet rise in costs for the tuckshop and the P&C as a whole. Moved: Matthew Seconded: Gabby Carried</p>
<p>Principal’s Report:</p>	<p>Attached Principals Report</p> <ul style="list-style-type: none"> • Upcoming dates for Term 2 • Communication <ul style="list-style-type: none"> ○ Compass has been rolled out ○ teachers are using it to contact parents for whole class messages ○ admin are using it for notices and permission forms ○ face to face info and help session for parents has been held • Construction <ul style="list-style-type: none"> ○ Progress is underway in three separate projects <ul style="list-style-type: none"> ▪ Refurbishment and new classroom in F block ▪ Car park at the front of the hall ▪ New block replacing L bock ○ We would like to continue to upgrade the grounds with some working bees to develop gardens an start work on our master plan • Qld Teacher Union Industrial Action <ul style="list-style-type: none"> ○ The week QTU members are voting on a proposed Stop Work industrial actions the may affect events out of school hours.

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	<ul style="list-style-type: none"> ○ For MSHS staff this means events outside of 8:30-2:20 including parent teacher meetings, excursions, camps, school sport ○ Please keep an eye on emails and texts for updates <ul style="list-style-type: none"> ● Positives <ul style="list-style-type: none"> ○ Term 1: 763 students ○ 731 have not been involved in a fight ○ 47 have more than 1 behaviour incident ○ 709 students with no uniform infringements <p>Motion: That the principals report be accepted. Moved: Michelle Seconded: Matthew Carried</p>
<p>General Business:</p>	<ul style="list-style-type: none"> ● Parent question about who is currently permanent in leadership <ul style="list-style-type: none"> ○ Principal is permanent ○ Senior school deputy is permanent ○ Middle school deputy is temporary position being paid for by the school in addition to their allocation ○ Junior school deputy is acting while Rachael is acting at MSS. ● Call for secretary position, Michelle suggested someone, will follow up with her. No nominations at this time.
<p>Motions moved from meeting:</p>	<p>Motion: Previous minutes tabled and accepted as true and accurate Executive Motion: That we purchase a glass door for the bain marie to replace the shattered one, ~ \$200. Executive Motion: That we purchase 400 lollipops for Moranbah hospital staff to hand out to Year 7 and 10 students after their immunisations in Term 2 and Term 3, ~ \$140. Motion: That the Moranbah State High School P&C set up a Square account to use on Fundraising nights Motion: Treasurer’s report accepted Motion: That the P&C ask Sharon to increase the cost of goods by 10% (rounded to the nearest 10c) in order to help meet rise in costs for the tuckshop and the P&C as a whole Motion: That the principals report be accepted.</p>
<p>Actions from the meeting:</p>	<p>Action: Matt and Gabby to complete registrations and travel bookings for P&C Conference Action: Gabby to connect with Lauren regarding book keeping Action: Matt to talk to Barry and Pilchers about containers for change Action: Rebecca to set up Square and try bookings for the P&C</p>
<p>New Members:</p>	<p>Moved: Seconded: Carried</p>

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Date of next meeting:	Monthly Meetings: Week 4 and Week 9 of term Next meeting date is Monday 10 June 2024, 6:00pm at the Blue Shed.
Close:	6:45pm
Minutes prepared by:	Matthew Huggett