

MORANBAH STATE HIGH SCHOOL P&C GENERAL MEETING MINUTES			
AGENDA ITEM			
Date of General Meeting:	Monday 27 October 2025 6:00pm		
Members Present:	Ash Spain, Stacey Dolan, Rebecca Huggett, Matthew Huggett		
Apologies:	Michelle Pole, Ben Terry, Terina Janse Van Rensburg, Natasha Bartlett, Megan Wright, Tanya Crawley		
Others Present:			
Previous Minutes accepted:	Motion: Previous minutes tabled and accepted as true and accurate Moved: Rebecca Huggett, Seconded: Ash Spain. All in Favour		
Executive Motions in between meetings:	Motion: That Pulse be allowed to serve alcohol at their concerts in the hall. Moved Rebecca Huggett. Seconded Ben Terry. All in favour		
Business arising from previous minutes:	Nil		
Correspondence	Date	Inward	Outward
	11 Sep	MSHS – Request for approval for alcohol at Pulse concert	Email advising approval
	24 Sep	P&C QLD – wage increase update	
	13 Oct	Stanmore – supplier info update form	
	20 Oct	MSHS Student RE flying foxes	
	23 Oct	Gymnastics Moranbah – request letter of support from Bright Kids	Email: advised that we don't run Bright Kids, MELC does
Business arising from the correspondence	- Email from student – principal met with student to go through her concerns and share what is happening - President to respond to student on behalf of the P&C - Update on Flying foxes: - Stacey met with parks and wildlife last week, they prepare a report. - Thousands of flying foxes in this colony. - Mitigation cannot be performed until they move on (things like cutting back / cutting down trees) - If declared a roost, then no mitigation can be undertaken. There are 4 criteria to be declared a roost 1. Number of bats – previously much smaller numbers 2. Pattern of bats returning to the same trees (currently different trees from last time) 3. Mating season in April, they were not here then.		

	▪ 4. Breeding now, none were observed to be pregnant or have babies with them. ○ This report needs to be submitted by Friday ○ Mitigation we can do: fencing to keep students away from areas of bats ○ Turn off fencing that will help keep them cool, the only sprinklers that should be used are industrial ones that spray up into the trees to deter them from settling into the tree. ○ Fencing to keep students away from affected areas is \$2000 per month. ○ Increased cleaning ○ Daily checks in the morning, break time and afternoon as a minimum ○ Pest Control has done a spray of the whole classroom ○ Seeking quote for professional concrete cleaning ○ Shade sails on the list for when they go ○ Tree removal and damage can't be rectified until they vacate and the area is deemed safe again ○ Reducing foliage in areas that the bats have already vacated ○ Tree Spec preparing recommendations for areas that have already been vacated ○ Need a form signed by the P&C president to pursue Govt. approval for that. Once the proposal for tree removal / foliage reduction comes through, we will do an executive motion in the Management chat and Matt can sign on behalf of the P&C. ○ Tree management plan prepared. This is going to be very costly, infrastructure will try to seek some funding. ▪ Priority 1: Trees near the bike shelter, and trees around F, L and G blocks ▪ Priority 2: trees the bats are currently in F-J block ○ Our measures are currently working as well as we can expect. ○ The smell is starting to be more noticeable with the little bit of rain and the heat. ○ The department estimate there are tens of thousands of bats, the biggest colony Moranbah has seen in recent years. ○ Forrest Drive is part of a declared roost, and the council has an Urban Flying Fox Area plan around that roost which we fall into. This means we need to work Council following their management plan. Council's stance is non-dispersal.
Treasurer's report: Financial statements, and any business arising from these.	• Attached Treasurers Report • Account Balances at 31 August 2025: ○ Operations and Tuckshop Account: \$25,338.90 ○ Grants and General Account: \$23,555.98 ○ LSL Holding Account: \$18,691.02 ○ Card account: \$0,000.00 ○ <u>TOTAL: \$67,585.90</u> Motion: That Gabrielle Halverson be removed as in person and internet banking signatory for the following accounts: ○ Business Account ○ General Account

	○ Tuckshop Account ○ Card Account Moved: Stacey Dolan, Seconded: Rebecca Huggett, Carried. - ABN somehow cancelled in July. Rebecca managed to get it reinstated in August. - All ATO & Payroll Reports have been lodged and paid up to October - Superannuation payments had not been processed since May due to the ABN issue, these have now been lodged and paid up to September 2025. - Superannuation payments will now run automatically with the payroll upload. - Xero file isn't set up properly, a lot of double handling of invoices, they are received via email, then need to be recorded on a spreadsheet, then emailed to Xero, then matched to xero. We should be able to scan / upload them direct to Xero as they are received, this will give accurate reports direct out of xero and will also be able to generate a remittance advice. I am currently doing this manually. - Suggestion – Christie, registered bookkeeper, has offered to have a look at our file to advise on what is needed to get it up to an efficient standard. Depending on the level of work involved may complete free of charge or will provide a quote on getting the file cleaned up and an efficient process set up. Seeking approval for this? Motion: That Stacey contact bookkeeper Christie from Slim Figures to take a look at our books to fix up any little errors in setup, and provide a quote if it is a bigger fix then expected. Moved: Stacey Dolan, Seconded: Matthew Huggett, Carried. Motion: Treasurer's report accepted Moved: Stacey Dolan, Seconded: Rebecca Huggett, Carried
Tuckshop report:	• Back pay will be processed this week for the pay raise • Ben put the wheels back on the benches • New bain marie working well in tuckshop for Munch Monitor. • Sharon and Bonnie coping as well as they can without a third person. Rebecca helps hand out Munch Monitor every day. Charlene to return once she received clearance, probably early November • Year 12's are out now, sales will start to decrease from this point on. • Can we remind staff to please use Munch Monitor if collecting in the first 15 minutes, or come in after the 15 min lunch bell if purchasing, or line up with the kids. Ash to put something in the weekly briefing
Principal's Report:	• Awards night ○ Celebrating student success ○ Recognised staff years of service ○ P&C report • New school chaplain, Stephanie Oliver ○ 2 days per week (Thurs/Fri) ○ Building relationships with disengaged students

	○ Work with Students Services Team and facilitating activities • Michelle Pole has been successful in taking on a School Improvement Coach role ○ Ash Spain will be working with Michelle as Acting Principal of MSHS while she is undertaking those duties throughout part of Term 4. ○ Ash Partridge will support Ash as Acting Deputy Principal during those times. • Bat management ○ BM Stacey Dolan is working with a number of stakeholders managing this issue. • MasterChef's Andy Allen visited the school to promote ESS and career pathways etc. • Good Standing Policy - consultation has been completed with staff, students, parents to inform changes to the current policy for 2026. Major changes include: ○ No monitoring sheet to be completed ○ Monitoring of breach will occur ○ No increase of breach period, students will return to good standing or remain in breach based on the previous period, not determined by which number breach it is. ○ To help with illness / medical / one off absences, attendance will be considered for the 5 week period, but so will year to date absence % ○ Students can be absent for 2.5 days in the 5 week period, without verifiable info and maintain good standing. Medical absences substantiated by a dr's certificate are exempt. ○ Approval of other circumstances that can be verified (funerals, siblings travelling for medical or sports etc) will require communication with the relevant DP. • Year 12 students had their last full week at school last year. Students celebrated with a muck up day which included a flash mob during parade, free dress (cross-dressing) day, putting up fake room change signs for junior students. Respectful behaviour, cleaned up their own mess as well. Motion: Principal's report be accepted. Moved: Ash Spain, Seconded: Matthew Huggett, Carried
General Business:	Nil
Motions moved from meeting:	Motions from this meeting: Motion: Previous minutes tabled and accepted as true and accurate Executive Motion: That Pulse be allowed to serve alcohol at their concerts in the hall. Motion: That Gabrielle Halverson be removed as in person and internet banking signatory for our accounts.

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	Motion: That Stacey contact bookkeeper Christie from Slim Figures to take a look at our books to fix up any little errors in setup, and provide a quote if it is a bigger fix than expected. Motion: Treasurer's report accepted Motion: Principal's report be accepted.
Actions from the meeting:	• Executive motion regarding Tree Spec report once it comes through • Matt, Rebecca and Stacey to sign minutes and take to bank to action account changes • Stacey to contact bookkeeper • Ash Spain to add note to weekly briefing encouraging staff to use Munch Monitor or come after the first 15 min.
New Members:	
Date of next meeting:	Monday 1 December (Term 4 Week 9) Venue Workers
Close:	6:32pm
Minutes prepared by:	Rebecca Huggett