

MORANBAH STATE HIGH SCHOOL P&C GENERAL MEETING MINUTES			
AGENDA ITEM			
Date of General Meeting:	Monday 1 December 2025 6:03pm		
Members Present:	Rebecca Huggett, Ash Spain, Tanya Crawley, Stacey Dolan, Ben Terry, Matthew Huggett		
Apologies:	Michelle Pole, Tarina Janse Van Rensburg		
Others Present:			
Previous Minutes accepted:	Motion: Previous minutes tabled and accepted as true and accurate Moved: Rebecca Huggett, Seconded: Stacey Dolan. Carried.		
Executive Motions in between meetings:			
Business arising from previous minutes:	<ul style="list-style-type: none"> Nil 		
Correspondence	Date	Inward	Outward
	31 Oct	MSHS: potential changes to 2026 timetable	
	7 Nov	Whitehaven – unsuccessful grant application for 2026 comedy night	
	10 Nov	Michelle Scott: Email about proposed 2026 timetable change	
	13 Nov	MSHS: request for support with chaplain wages	
	13 Nov	Kali Ahmat: Email about proposed 2026 timetable change	
	18 Nov	Lactalis: rewards points to spend	
	21 Nov	Mackay West SS P&C letter to the minister draft	
	23 Nov	MSHS: Tree Spec proposal to be signed	Proposal signed and returned to school
Business arising from the correspondence	<ul style="list-style-type: none"> CC'd into two emails from parents with concerns about the proposed 2026 timetable changes. <ul style="list-style-type: none"> The P&C can give feedback on the school timetable but it is a decision for the school so the P&C has no position to approve or disapprove of it. Principal has responded on behalf of the school. Chaplain wages: <ul style="list-style-type: none"> Email from the school seeking support from the P&C to donate \$1,693.67 to the school to pay for the shortfall in chaplaincy funding to keep the current 2 days per week. <p>Motion that the P&C support the funding of the chaplain. Moved Rebecca Huggett, Ben Terry, Carried.</p>		

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	<ul style="list-style-type: none"> Lactalis rewards points: <ul style="list-style-type: none"> 46,000 points to spend, expire Ed of Feb 2026 Ideas include raffle items <p>Motion: Stacey to log on to Lactalis in February and choose items from their rewards store to use in a raffle at the May Trivia Night. Moved: Rebecca Huggett, Seconded: Tanya Crawley, Carried.</p> P&C letter to the minister: <ul style="list-style-type: none"> Mackay West P&C has sent an email with a sample letter to all P&C's in support of teachers. <p>Motion: Rebecca to adapt the sample letter for MSHS and send a copy to the Prime Minister and the Education Minister. Moved: Rebecca Huggett, Seconded: Ash Spain, Carried</p>
Treasurer's report: Financial statements, and any business arising from these.	<ul style="list-style-type: none"> Attached Treasurers Report Account Balances at 31 October: <ul style="list-style-type: none"> Operations and Tuckshop Account: \$28,511.56 Grants and General Account: \$23,555.98 LSL Holding Account: \$18,691.02 Card account: \$0.00 <u>TOTAL: \$70,758.56</u> Account Balances at 30 November: <ul style="list-style-type: none"> Operations and Tuckshop Account: \$33,896.20 Grants and General Account: \$23,555.98 LSL Holding Account: \$18,691.02 Card account: \$0.00 <u>TOTAL: \$76,143.20</u> - Stacey still trying to prove her identity with ATO - Super up to date - Auditor holds access over the Xero file, requested to increase Stacey's access and add the book keeper, which has been actioned - Lodgement of the NFP lodgement that needs to be lodged, Stacey has to call to get help as she has tried twice - Coles card will close on 31st December, Stacey to look into the paperwork there. - Request for 2025 audit info from the auditor - AGM date to be 23rd March <p>Motion: Treasurer's report accepted. Moved: Stacey Dolan, Seconded: Matthew Huggett, Carried</p>
Tuckshop report:	<ul style="list-style-type: none"> Nil

Principal's Report:	<ul style="list-style-type: none">• Staff appreciation<ul style="list-style-type: none">○ In Week 4, we celebrated Staff Appreciation Day for all staff at our school. Michelle wrote personal hand written notes to each and every member of staff. ELT organised a breakfast for everyone• Year 12 grad<ul style="list-style-type: none">○ In week 7, our Year 12 students graduated! It was the best Graduation Ceremony we have had at MSHS – supported by feedback we have received from the community. Thanks to Tanya Blake, Bec Huggett, Ash Partridge, Racheal King, Em Gouldsbrough (for staff video), James Brannolte, Jennie Brown, Grounds, Cleaners, TA's and everyone who pitched in to support an amazing event.• Recruitment for 2026<ul style="list-style-type: none">○ We are Farewelling to following staff at the end of this year and we thank them for their contributions to our school - Tenielle Backhouse, Letitia McIntosh, Emmalee Gouldsbrough, Matt Bothams, Mick Young, Karen McFarlane, Lizzie Stallman, Nathan Ross, Tameka Russell, Callum Lederhose, Ethan Roberts and Susan (Juhan) Xu.○ Even though we have a large number of staff moving on to the next chapter of their lives, the work that we have done to recruit and create a reputation where teachers are lining up to work at Moranbah State High School, we currently have a small waiting list for open positions.• Year 6 Parent Expo and Orientation Day<ul style="list-style-type: none">○ Last week we hosted the families and students of our incoming Year 7's in 2026 at a Parent Expo and orientation day experience. There were subject displays, information about uniforms and school platforms, as well as a draw for one lucky student to win a laptop. The hall was filled with parents and families as Mrs Bartlett delivered key information about 2026 and what Year 7 will look like next year. Thanks to Mrs Bartlett, staff, and families for a successfully expo and orientation event.• Bat management<ul style="list-style-type: none">○ Just when you think they're moving out, they move to another location. As a school we continue to exercised all available controls to ensure the safety of our staff and students.• Good standing policy<ul style="list-style-type: none">○ A review of the Good standing Policy has involved surveys and working parties with students, staff, and parents. This review has lead to changes in the process and some flexibility in the attendance determinations. The new policy is here tonight for review, however, the amin changes that will be implemented in 2026 are;○ No Reflection Sheet requirement – monitoring will occur
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	<ul style="list-style-type: none"> ○ No longer will there be an increase of breach period per breach (i.e. 1st = 5 weeks, 2nd = 10 weeks, 3rd = 20 weeks) – just a determination every 5 weeks ○ If Year to Date (YTD) attendance is >90%, but not for their 5 week period, good standing is still maintained. ○ A student can be absent for up to 2.5 days in any 5 week period, without verifiable information, and still maintain good standing (absences covered by doctors certificates do not impact good standing). ○ Approval of any other circumstances (that can be verified) will require communication with the relevant a Deputy Principal/s (i.e. Funerals, school-approved activities, etc.) <ul style="list-style-type: none"> ● Proposed change to P4 Friday in 2026 <ul style="list-style-type: none"> ○ As previously communicated with the school community, we have submitted a proposal to trial students finishing school at 1p on Fridays. The purpose of this trial is to increase engagement and student outcomes through collaborative planning or targeted teaching, intervention, or extension activities. We will inform the school community when we have approval for this trial. <p>Motion: Principal's report be accepted. Moved: Ash Spain, Seconded: Matthew, Carried</p>
<p>General Business:</p>	<ul style="list-style-type: none"> ● P&C help at the 50th anniversary celebrations <ul style="list-style-type: none"> ○ Friday 1st May ○ Idea for trivia night a round for each decade and a round about Moranbah ○ Will the P&C donate their time to operate the bar on Saturday 2nd May ○ Liquor licence for the bar and manage the bar on the day ● 2026 SRS documents <ul style="list-style-type: none"> ○ SRS will include a school hat, online texts, Adobe, ClickView, etc ○ Govt allowance for Year 7-10 is \$164 <ul style="list-style-type: none"> ▪ Year 7 in 2026 will be \$35 – includes a calculator and headphones ▪ Year 8/9 in 2026 will be \$31 – includes wellbeing program focussed for these year levels ▪ Year 10 in 2026 will be \$0 ○ Senior allowance is \$357 <ul style="list-style-type: none"> ▪ Year 11 in 2026 will be \$0 ▪ Year 12 in 2026 will be \$0 <p>Motion: That the P&C endorse the Student Resource Scheme for 2026. Moved: Stacey Dolan, Seconded: Matthew Huggett, Carried</p> ● Parent question about due dates – would the school consider changing the due time from 11:59pm to something earlier like 9pm? <ul style="list-style-type: none"> ○ 11:59pm is in line with university ○ Some students will do some checking of their assignment after they get home from work

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	<ul style="list-style-type: none">• P&C contribution to graduation – would the P&C consider donating for a yearbook to each Year 12?<ul style="list-style-type: none">○ Would be a nice memento for the Year 12's○ Many school P&C's give a gift to graduating classes such as \$\$ to go towards their graduation event, graduation bears, a book, etc.○ Would be up to \$2000 a year.○ Something for the next P&C to consider
Motions moved from meeting:	<p>Motions from this meeting:</p> <p>Motion: Previous minutes tabled and accepted as true and accurate</p> <p>Motion that the P&C support the funding of the chaplain.</p> <p>Motion: Stacey to log on to Lactalis in February and choose items from their rewards store to use in a raffle at the May Trivia Night.</p> <p>Motion: Rebecca to adapt the sample letter for MSHS and send a copy to the Prime Minister and the Education Minister.</p> <p>Motion: Treasurer's report accepted.</p> <p>Motion: Principal's report be accepted.</p> <p>Motion: That the P&C endorse the Student Resource Scheme for 2026.</p>
Actions from the meeting:	<ul style="list-style-type: none">•
New Members:	
Date of next meeting:	Monday 16 February (Term 1 Week 4) Venue Workers
Close:	7:00pm
Minutes prepared by:	Rebecca Huggett