

MORANBAH STATE HIGH SCHOOL P&C GENERAL MEETING MINUTES	
AGENDA ITEM	
Date of General Meeting:	Monday 20 March 2023 7:00pm
Members Present:	Jackie Wood, Craig Dent, Kylie Otago, Jenny Leach, Gabby Halverson, Rachael Lewis, Stacey Dolan, Ash Spain, Hans Binnekamp, Matthew Huggett, Rebecca Huggett
Apologies:	Michelle Pole, Briana Baggow
Others Present:	
Previous Minutes accepted:	Motion: Previous minutes tabled and accepted as true and accurate Moved: Rebecca Huggett, Seconded: Jackie Wood Carried
Business arising from previous minutes:	<ul style="list-style-type: none"> • Bubblers update <ul style="list-style-type: none"> ○ Stacey has sourced quotes and ordered bubblers. The school will invoice the P&C for \$28,000 once they pay the supplier invoice. There has been a slight change of unit but better for the purpose. ○ 4-8 week wait for arrival, then will be installed. • School infrastructure grant for tuckshop upgrade <ul style="list-style-type: none"> ○ This grant closes 31 March ○ The school approached the P&C with a request to fund the development of plans to be submitted with the grant application. ○ Quote from supplier was approx. \$35,000 ○ Due to the time sensitivity of this request to get the work completed prior to grant submission on 31 March, the executive committee voted on this Executive Motion: The P&C will donate up to \$35,000 to the school to reimburse costs relating to commissioning plans for the tuckshop upgrade. Moved: Rebecca Huggett Seconded Melissa Westcott Carried • School wish list – approximate costs. <ul style="list-style-type: none"> ○ First priority for the school is storage – cost for sheds is too high with other expenses (\$25,000 for spots and \$50,000 for hall) ○ Portable cold room (2m tall) Prices ex. GST. <ul style="list-style-type: none"> 1.8m x 1.2m \$11,800 (single axle) 2.1m x 1.5m \$13,200 (single axle) 2.4m x 1.8m \$13,700 (tandem axle) 3.0m x 1.8m \$15,700 (tandem axle) Extras – shelving and delivery

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	<p>Potential to add a generator as well to power it - \$2500-\$3000</p> <ul style="list-style-type: none"> ○ Café furniture and equipment Café tables \$150-\$200 each Café chairs \$120-\$150 each ○ Ice machine Under bench \$2100 + installation, 25kg ice storage Could potentially do this with the bubblers but might be better with the tuckshop grant ● P&C meetings <ul style="list-style-type: none"> ○ Currently we generally meet on the first Monday of the month. What suits the new committee? ● Fundraising ideas <ul style="list-style-type: none"> ○ Matt: Comedy night run at the Performance hall <ul style="list-style-type: none"> ▪ ○ Bronwyn: High Tea <ul style="list-style-type: none"> ▪ ○ Brianna: Teddy Bear Picnic <ul style="list-style-type: none"> ▪ ○ Rebecca: Stencil house numbers <ul style="list-style-type: none"> ▪ Contacted the council but not heard back. 	
Correspondence		
Inward (as listed)	9 February	Email: Stanmore – remittance advice
	17 February	Email: FAB Financial Services – audit report
	24 February	Email: FAB quote for 2023 audit
	26 February	Email: Trent Deverall – correction for info on MSHS P&C website about the P&C being established in 1999.
	28 February	Email: Moranbah State High School – invite for P&C to attend Bullyproof launch 27 April 2023
	7 March	Email: MSHS – request to sign Student code of conduct
	8 March	Email: Anglo American – invite to attend launch of Resilience Project
	13 March	Email: MSHS – update on bubbler project
	13 March	Email: MSHS – request for funds for MSHS to commission drawing of plans for a tuckshop upgrade.
	17 March	Email: Tuckshop staff – quote for laser jet printer/scanner/copier
	20 March	Email: MAS re. traineeships
Outward (as listed)	<ul style="list-style-type: none"> ● Response to Trent – advised we have removed the 1999 from the school website ● Response to MSHS – agreement to reimburse up to \$35,000 to the school for this project 	
Business arising from the correspondence	<ul style="list-style-type: none"> ● Matt to sign the code of conduct (already approved at November's meeting) ● Will respond to FAB accepting quote 	

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	<ul style="list-style-type: none"> • Will anyone attend Bullyproof launch? • Traineeships, we have had ICT trainees before, are we interested in offering to school again? The money is not there from the govt to support it, and there are privacy issues for a students dealing with other student information
<p>Treasurer’s report: Financial statements, and any business arising from these.</p>	<ul style="list-style-type: none"> • Attached Treasurers Report <p>Account Balances at 28th February 2023: Tuckshop Account: \$111,592.40 General Account: \$5,514.37 Business Account: \$23,100.00 TOTAL \$140,206.77</p> <p>Motion: Treasurer’s report accepted Moved: Gabby Halverson, Seconded: Jackie Wood Carried</p>
<p>Tuckshop report:</p>	<ul style="list-style-type: none"> • Printer is >5 years old and causes issues every day. Paper tray does not pick up the labels used for munch monitor. • Quote received for a new LaserJet printer, copier, scanner – under \$700. • Replacement toner cost \$150 black (3c per page) and \$200 for cyan, magenta, yellow, (23c per page) <p>Motion: Purchase of printer and replacement black toner for the tuckshop. Moved: Rebecca Huggett, Seconded: Gabby Halverson Carried</p>
<p>Principal’s Report:</p>	<ul style="list-style-type: none"> • Apologies for being absent, I am travelling to Brisbane to be involved in discussions about the future of Junior Secondary in our schools. • NAPLAN: Rachael and a team of staff have lead NAPLAN online recently, we had good access when all of the others grades in the school are not online. It is simply too much for our internet if other students go on line during the testing time and we see such things happening as a complete slowing down or students being kicked off the network. • Internet: we hope that Telstra are moving ahead with our new SG Towers in Moranbah soon. Currently our internet speed is 50mps which is insufficient for all classes to be on at the one time and requires students to sync their computers at home ready for the next day's learning. We hope that the upgrade in June will take us to 800mps and by end of 2025 to 2400mps. We look forward to being able to be on line like our southeast schools. • Case Management: This term we are trailing our new career case management process. Our senior management team (Principal, Deputy principal's, Heads of Department, Guidance Officer and Industry Liaison Coordinator) have been assigned students in Year 10,11and 12. Meetings will occur once per term to discuss how

	<p>they are currently academically progressing and what they need to do to move forward.</p> <ul style="list-style-type: none"> • Industry Liaison Coordinator: Briana Edwards has been developing fantastic relationships with industry throughout the community and has been able to have 100% of Year 10 students engaged in work experience in Week 10. Briana is now working on our Careers Expo on May 23 and our 2023 Inaugural STEM Expo on June 21. Briana is also working across the school with Heads of Department to see how we can better engage local industry workers and businesses into our classrooms to discuss real world work readiness. • Tuckshop: Stacey who has spent many hours working with outside agencies and other seeking information across her BM network to develop a submission for an upgrade of our school tuckshop. This submission and the plans will be submitted next week as per requirement. Cross your fingers for a \$500,000 upgrade. • Equity and Excellence: The new Director General for Education has come in with some bold changes for education moving forward. All principals across the state were flown to Brisbane last October and were involved in the development and feedback on the new plan 'Equity and Excellence. There are 3 platforms for the document Educational Achievement, Wellbeing and Engagement, and Culture and Inclusion. We have developed our school priorities based around these three platforms. • Annual improvement Plan (AIP) 2023: Each year we develop an AIP to highlight our Explicit Improvement Agenda and actions for embedding change in our school and increasing outcomes for students. We have listened to parent and community feedback and hope that this plan will move us forward together. Please have a look through our AIP and let me know if you have any feedback. <p>Motion: Principal’s report accepted Moved: Ash Spain, Seconded: Matthew Huggett Carried Motion: The P&C supports the Annual Implementation Plan for 2023 Moved: Ash Spain, Seconded: Matthew Huggett Carried</p>
<p>General Business:</p>	<ul style="list-style-type: none"> • Senior case management <ul style="list-style-type: none"> ○ Parent comment – some students have case managers that they have never had a relationship with, is there are better way of assigning managers? ○ Ash: we tried to manage case managers based on their pathways and choosing the best person for the job, which might not necessarily be someone they have had much to do with before.

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	<ul style="list-style-type: none"> ○ The case manager has the ability to access other experts if need be ○ Parent: could the students request a change? ○ Ash: we have made decisions based on what we felt is best, and this is a program above and beyond the normal school processes. <ul style="list-style-type: none"> ● Parent concern. Exam timetable. <ul style="list-style-type: none"> ○ Year 11 student had Physics, Chemistry and Biology on the same day. Surely these should be shared out over time. ○ Parent: Year 9: similar, three assessments due the same day. ○ Ash: original dates were not clashing but some changes were authorised without the checking that needs to occur. The school has put a step in place in the planning of assessment to ensure this kind of clash doesn't occur again. ○ Ash: while we will try to ensure this doesn't happen again, it could be seen as an opportunity for students to cope with the pressure of multiple exams in one day. ○ Parent: that could be a side benefit if they were at the end of year 11, closer to the actual exams, but not in their first lot of year 11 exams, when they are already coping with the increased difficulty in subjects and assessment.
<p>Motions moved from meeting:</p>	<p>Executive Motion prior to tonight's meeting: The P&C will donate up to \$35,000 to the school to reimburse costs relating to commissioning plans for the tuckshop upgrade</p> <p>Motion: Previous minutes tabled and accepted as true and accurate Motion: Treasurer's report accepted Motion: Purchase of printer and replacement black toner for the tuckshop. Motion: Principal's report accepted</p>
<p>Actions from the meeting:</p>	
<p>New Members:</p>	
<p>Date of next meeting:</p>	<p>Monday 17 April, 6pm</p>
<p>Close:</p>	<p>7:17pm</p>
<p>Minutes prepared by:</p>	<p>Rebecca Huggett</p>