

<b>MORANBAH STATE HIGH SCHOOL P&amp;C GENERAL MEETING MINUTES</b>											
<b>AGENDA ITEM</b>											
<b>Date of General Meeting:</b>	Monday 8 May 2023 6:00pm										
<b>Members Present:</b>	Jackie Wood, Gabby Halverson, Matthew Huggett, Ashley Spain, Stacey Dolan, Michelle Pole, Kylie Otago, Tanya Crawley										
<b>Apologies:</b>	Amanda Smith, Rebecca Huggett										
<b>Others Present:</b>											
<b>Previous Minutes accepted:</b>	Motion: Previous minutes tabled and accepted as true and accurate Moved: Michelle Pole Seconded: Ashley Spain Carried										
<b>Nominations for Secretary</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Position</th> <th style="width: 20%;">Nominee</th> <th style="width: 20%;">Nominated by</th> <th style="width: 20%;">Seconded By</th> <th style="width: 25%;">Vote</th> </tr> </thead> <tbody> <tr> <td>Secretary</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>No nominations received</p>	Position	Nominee	Nominated by	Seconded By	Vote	Secretary				
Position	Nominee	Nominated by	Seconded By	Vote							
Secretary											
<b>Executive Motions</b>	<p>Tuckshop laptop showing error messages and unable to upgrade to the latest version of windows. Sharon asked Allan Payne to get a couple of quotes for replacement laptops. After considering these, the exec completed an executive motion.</p> <p>Executive Motion: The P&amp;C purchase a Dell laptop for the tuckshop to replace the current one. Moved: Gabby Halverson Seconded: Matthew Huggett Carried</p> <p>Dell Latitude 3520 has been purchased along with MS Office licence and 3 year McAfee antivirus subscription. Total cost \$2503.18</p>										
<b>Business arising from previous minutes:</b>	<ul style="list-style-type: none"> <li>• Bubblers update               <ul style="list-style-type: none"> <li>○ Invoice received from school</li> </ul> </li> <li>• School infrastructure grant for tuckshop upgrade               <ul style="list-style-type: none"> <li>○ Invoiced for \$35,000 received from school</li> </ul> </li> <li>• Fundraising ideas               <ul style="list-style-type: none"> <li>○ Comedy night (Matthew)                   <ul style="list-style-type: none"> <li>▪ Not discussed</li> </ul> </li> <li>○ Teddy Bear Picnic (Brianna)                   <ul style="list-style-type: none"> <li>▪ Not discussed</li> </ul> </li> </ul> </li> </ul>										

	<ul style="list-style-type: none"> <li>○ Stencil house numbers (Rebecca) <ul style="list-style-type: none"> <li>▪ East Coast Traffic Control ‘traffic guidance scheme’ \$275 depending on the complexity, but the company has offered to do this for free.</li> <li>▪ Need witches’ hats, high vis vests, work in area signs etc when work is being done</li> <li>▪ Council can recommend paint for us to use and number stencils</li> <li>▪ There is a lodgement fee but can request it be waived by the council on lodgement as we are a non-profit</li> <li>▪ Need a signed document with: <ul style="list-style-type: none"> <li>• Owners consent to paint the number on the curb in front of the house</li> <li>• Owner acknowledgement that the council and the P&amp;C are not liable to maintain the street numbers <ul style="list-style-type: none"> <li>▪ Potential to contact real estates and ask if they would share the opportunity with their owners.</li> </ul> </li> </ul> </li> <li>▪ Charge approx. \$30? Still need more info.</li> <li>▪ Pamphlet drop about \$380</li> <li>▪ Will need someone to coordinate interest, permission forms and payment.</li> <li>▪ Will need volunteers to do the painting over a period of time.</li> </ul> </li>   <li>• State of Origin games 1,2, 3 (Michelle), Wed 31 May, 21 June, 12 July <ul style="list-style-type: none"> <li>▪ Committee has been formed to develop the running of our state of Origin fund raiser.</li> <li>▪ Liquor licence applied for Game 1</li> <li>▪ Decorations and footy doubles purchased</li> <li>▪ Tickets will be on sale from the end of this week, costing \$5 each with a free drink on arrival.</li> <li>▪ The night will run from 6:30pm until10:30pm- Game around 8:00pm.</li> <li>▪ Food on offer: Charcuterie Boxes, Pulled pork BBQ buns, hot dogs, pies, chips and lollies will be available.</li> <li>▪ We will have a raffle, 100 board and doubles for sale.</li> <li>▪ Prizes for best dressed.</li> <li>▪ Full bar running until10pm.</li> </ul> </li> </ul>	
<b>Correspondence</b>	Nil	
Inward (as listed)		
Outward (as listed)		

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<p>Business arising from the correspondence</p>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
<p><b>Treasurer’s report:</b> Financial statements, and any business arising from these.</p>	<ul style="list-style-type: none"> <li>• Attached Treasurers Report</li> </ul> <p><b>Account Balances at 30<sup>th</sup> April 2023:</b>  Tuckshop Account: \$101,861.50  General Account: \$5,664.37  Business Account: \$23,100.00  <b>TOTAL \$130,625.87</b></p> <p>Motion: Treasurer’s report accepted  Moved: Matthew Huggett  Seconded: Michelle Pole  Carried</p>
<p><b>Tuckshop report:</b></p>	<ul style="list-style-type: none"> <li>• Sharon has just taken a week annual leave, Maria and Leesa did well in her absence.</li> <li>• For a few years, the secretary has been signing the timesheets for the tuckshop staff. This requires the secretary to visit the tuckshop fortnightly and I think it is unnecessary. The secretary doesn’t know who was working each day or the times they start and finish. I think that Sharon as the convenor should be doing this.</li> </ul> <p>Motion: That Sharon commence signing tuckshop staff timesheets as the supervisor, including her own.  Moved: Matthew Huggett  Seconded: Gabby Halverson  Carried</p>
<p><b>Principal’s Report:</b></p>	<ul style="list-style-type: none"> <li>• Internet <ul style="list-style-type: none"> <li>○ Telstra are returning to town in July and will continue to upgrade Moranbah with the 5G Towers.</li> <li>○ Education Queensland has confirmed that they will be upgrading our school internet speed on Monday June 5 at 2:00pm.</li> <li>○ When both parts of the upgrades are combined we are hoping we will be able to access internet speeds like our southeast schools so that our students may access global education opportunities.</li> </ul> </li> <li>• Case Management <ul style="list-style-type: none"> <li>○ This term we are continuing our new career case management process.</li> <li>○ Principal, DP’s, HOD’S, Guidance Officer and Industry Liaison Coordinator have been assigned students in Year 10,11and 12.</li> <li>○ Each student has met with their case manager and are now discussing what their academic achievement for Term 1 was and what they need to do to move forward.</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>○ Parents will receive an email from the case manager after the meeting letting them know what was discussed and what the student needs to fulfill before next meeting.</li> <li>● Career Expo             <ul style="list-style-type: none"> <li>○ Our Career Expo will be on Tuesday May 23 from 8:30am until 3:00pm.</li> <li>○ On site we will have, JCU, CQU. BHP, Qld Police, Angelo American, MEGT, MRAEL, Signature on Farm, Freo Group, Ezy Group, Moranbah hospital, and around 26 businesses across our region catering for a variety of pathways.</li> <li>○ Parents and community are invited to attend from 11:00am until 12:00pm.</li> </ul> </li> </ul> <p>Motion: That the principals report be accepted.          Moved: Michelle Pole          Seconded: Matthew Huggett          Carried</p>
<p><b>General Business:</b></p>	<ul style="list-style-type: none"> <li>● P&amp;C Conference             <ul style="list-style-type: none"> <li>○ Was very informative last year</li> <li>○ We would like to send two delegates from our P&amp;C</li> </ul> </li> </ul> <p>Motion: That the Moranbah State High School P&amp;C send two delegates to the 2023 P&amp;C Qld conference.          Moved: Michelle Pole          Seconded: Ashley Spain          Carried</p> <p>Action: Matt to apply for a subsidised position for the P&amp;C Conference, and see if the fully paid position can share accommodation or travel to help with costs.</p> <ul style="list-style-type: none"> <li>● Meeting times to suit current committee.             <ul style="list-style-type: none"> <li>○ Michelle: can we try a 3:15pm meeting time?</li> <li>○ Is there any evidence of parents who have said they would prefer to attend a 3:15 meeting?</li> <li>○ Several committee members couldn't attend that time.</li> <li>○ Perhaps we could alternate between 3:15 and 6:00pm although this could make it more difficult.</li> <li>○ At this stage, leave the meeting where it is, 6pm Monday.</li> </ul> </li> </ul>
<p><b>Motions moved from meeting:</b></p>	<p>Motion: Previous minutes tabled and accepted as true and accurate          Executive Motion: The P&amp;C purchase a Dell laptop for the tuckshop to replace the current one.          Motion: Treasurer's report accepted          Motion: That Sharon commence signing tuckshop staff timesheets as the supervisor, including her own.          Motion: Principal's report accepted          Motion: That the Moranbah State High School P&amp;C send two delegates to the 2023 P&amp;C Qld conference.</p>

## MSHS P&C Meeting May 2023

<b>Actions from the meeting:</b>	Action: Matt to apply for a subsidised position for the P&C Conference, and see if the fully paid position can share accommodation or travel to help with costs.
<b>New Members:</b>	
<b>Date of next meeting:</b>	Monday 5 June, 6pm
<b>Close:</b>	6:40pm
<b>Minutes prepared by:</b>	Rebecca Huggett