

MORANBAH STATE HIGH SCHOOL P&C GENERAL MEETING MINUTES	
AGENDA ITEM	
Date of General Meeting:	Monday 19 th July 2021
Members Present:	Michelle Pole, Hans Binnekamp, Matt Huggett, Rachael Lewis, Rebecca Huggett, Tracy Jarvis, Lauren McCulloch, Donna Dyer, Angela Peterson, Jackie Wood, Monica Thomas, Tanya Crawley, Ashley Spain
Apologies:	Melissa Westcott
Others Present:	
Previous Minutes accepted:	Motion: Previous minutes accepted as true and accurate Moved: Hans Binnekamp Seconded: Monica Thomas Vote: all in favour
Business arising from previous minutes:	<ul style="list-style-type: none"> • Bank signatories has been changed. There is currently a \$5000 limit on bank transfers which makes paying bills difficult and set up many payments for consecutive days. Rebecca would like to increase this amount to \$10000. Motion: That the daily transfer limit for the Tuckshop account be increased from \$5,000 to \$10,000. Moved: Rebecca Seconded: Tracey Vote: All in favour • Uniform – information has been submitted to Central Office still waiting for reply. Action – Matt to contact Stacey regarding progress. • BrightKids has been removed from the P&C part of the MSSH website • Tuckshop: application for casual relief worker has not been created yet. Suggestion from Lauren was to include Sharon and Maria as part of the process to assist in sustainability as this has not been successful in the past. This will occur this week. Action – Rebecca Huggett to create and post ad. Melissa Westcott to run interview process with Sharon and Maria. • Timetable impact on Tuckshop: Melissa lodged two requests to CMS for support navigating the changes regarding Industrial relations and impact on long-term employee. Melissa has reached out to Sharon to discuss further but has not yet met with Sharon. • Timetable implementation: Teachers are required to vote first before informing community that it will be going ahead. Line 7 will focus on wellbeing curriculum requirements, extra-curricular etc. Feedback is to be emailed to Michelle (which has been included in the newsletter).
Correspondence	
Inward (as listed)	<ul style="list-style-type: none"> • Resignation letter from Tracey Jarvis from the Secretary Position

MSHS P&C Meeting July 2021

	<ul style="list-style-type: none"> • Email from parent regarding information on timetable change • Accident Insurance Policy Renewal (WorkCover) • Quotes received regarding lighting for musical grant
Outward (as listed)	<ul style="list-style-type: none"> •
Business arising from the correspondence:	<ul style="list-style-type: none"> • Committee was asked if there was any interest from anyone regarding stepping into the Secretary position or someone to step into Treasurer (with Lauren's help) and Rebecca move over to Secretary. There was no interest at this time.
Treasurer's report: Financial statement, and any business arising from these.	<ul style="list-style-type: none"> • Attached Treasurers Report <p>Account Balances at 30th June 2021 BrightKids Account: \$30,596.32 Tuckshop Account: \$84,868.39 General Account: \$184.37 Business Account: \$23,100.00</p> <p>Motion: Treasure's report accepted Moved: Rebecca Huggett Seconded: Lauren McCulloch Vote: All in favour</p>
Tuckshop subcommittee reports: Financial statements, and any business arising from these	<ul style="list-style-type: none"> • Outstanding invoice for milk. Discovered that invoices have been paid into the wrong account as company has two accounts (ice cream and milk). All has been fixed.
Principal's Report:	<p>Principal presented her report to the P&C including Budget Overview report and Balance sheet.</p> <ul style="list-style-type: none"> • Term 3 and 4 Calendar was accepted by committee. All events and fundraising approved. • Can we include 4RFM to our term rewards to get positive news out to the community and celebrate majority of student success. <p>Motion: Principal's report accepted Moved: Rachael Lewis Seconded: Matt Huggett Vote: All in favour</p>
General Business:	<ul style="list-style-type: none"> • Behaviour Matrix from PBL team submitted for review by committee • TrackEd profile emailed to parents and students today (which is new). Students used to receive their profile in hard copy last year. • Pictures from musical performance and PowerPoint shown before performance to be included on facebook page. Action – Rebecca to follow up with school staff.
Motions moved from meeting:	<p>Motion: Previous minutes accepted as true and accurate Motion: That the daily transfer limit for the Tuckshop account be increased from \$5,000 to \$10,000. Motion: Treasurers report accepted</p>

MSHS P&C Meeting July 2021

	Motion: Principals report accepted
Actions:	Rebecca to contact bank about Tuckshop account limit Rebecca to create Tuckshop assistant ad and share on social media Melissa to screen and interview employees Mel to make contact with Sharon about 2022 implications Rebecca to contact musical staff
New Members:	
Date of next meeting:	Isaac Room Moranbah Community Worker's Club Monday 16 th August 2021 at 6pm.
Close:	Meeting closed 6:52pm
Minutes prepared by:	Rachael Lewis