

MORANBAH STATE HIGH SCHOOL P&C GENERAL MEETING MINUTES	
AGENDA ITEM	
Date of General Meeting:	Monday 10 October 2022 6:00 pm
Members Present:	Rebecca Huggett, Rachael Lewis, Melissa Westcott, Craig Dent, Matthew Huggett, Jackie Wood, Tanya Crawley, Brianna Baggow
Apologies:	Michelle Pole
Others Present:	
Previous Minutes accepted:	Motion: Previous minutes tabled and accepted as true and accurate Moved: Rebecca Huggett Seconded: Jackie Wood All in favour
Business arising from previous minutes:	<ul style="list-style-type: none"> • Uniform <ul style="list-style-type: none"> ○ Cost difference between current formal short and ½ elastic option is additional \$5 for both the boys short and the girls skirt. Stacey suggests stocking both. ○ Polo supplier has gone bankrupt. New supplier found. Delay of 3-4 weeks for arrival of new order. • Bubbler <ul style="list-style-type: none"> ○ Received notification that we were successful for a \$5000 grant from Stanmore Resources ○ Still waiting to hear about BMA and Rural Renewal • School wish list – need approximate costs in order to discuss which the P&C can fund this year <ul style="list-style-type: none"> ○ Portable cold room ○ 2 bay shed built at the end of the hall for storage ○ Storage shed for PE equipment ○ Café furniture and equipment ○ Ice machine <p>Action: school to get prices for these options and the P&C can discuss which we will fund at our next meeting.</p>
Correspondence	
Inward (as listed)	Email – MSHS re: elastic waist uniforms Email – MSHS re: Awards night Email – MSHS re: uniforms delay Email – MSHS re: tuckshop test and tag Email – IRC re: grant remittance for Year 12 Grad Email – Workers club invoice for trivia night alcohol Email – Stanmore Resources re: grant approval Email – Insurance certificate of currency
Outward (as listed)	Email – Insurance query Email – Stanmore Resources accepting the grant Email – Invoice to MSHS for Trivia Night Costs

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<p>Business arising from the correspondence</p>	<ul style="list-style-type: none"> • School to invoice P&C for \$1000 for the IRC grant Action: School to invoice P&C for \$1000 for IRC grant towards Year 12 graduation • Awards Night request from the school. Matthew to attend. Motion: That the P&C support the inspiration award at the school awards night. Moved: Matthew Huggett Seconded: Melissa Westcott All in favour Action: School to invoice the P&C for cost of gift card and individual trophy and engraving for awards night.
<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 30th September 2022: Tuckshop Account: \$106,450.98 Business Account: \$23,100.00 General Account: \$1,514.37 TOTAL \$131,065.35</p> <p>Motion: Treasurer's report accepted Moved: Jackie Wood Seconded: Melissa Westcott Voted all in favour</p>
<p>Tuckshop report:</p>	<ul style="list-style-type: none"> • Test and tag performed during the holidays and pie warmer fixed at no cost by the electrician • D block was painted over the holidays •
<p>Principal's Report:</p>	<p>Not available this meeting</p>
<p>General Business:</p>	<ul style="list-style-type: none"> • P&C rep joined school admin to shortlist leadership applications for student leaders, interviews to come soon. • Emails have gone out for the stakeholders meeting Wednesday 2 November 12:00pm at the school. If you have anyone to add, please email Michelle Pole. • HR update for 2023 from Rachael Lewis: <ul style="list-style-type: none"> ○ currently looking for 5 positions ○ 3 technology ○ 1 senior English ○ 1 senior PE ○ Changes can of course still occur before net year • Term 3 academic data collection closed last week. Student TrackEd reports for Term 3 will be emailed to students and parents next week.

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	<ul style="list-style-type: none"> • Assessment <ul style="list-style-type: none"> ○ Mel: Feedback to kids – do the kids get given just their grade or do they also get the criteria sheet and assessment to have a look at it? ○ Rachael: Most teachers show them the whole assessment piece and perhaps go over common problems across the class. ○ Rebecca: Suggest you email the teachers directly and ask for a copy of the completed criteria/mark sheet to have a look at. ○ Mel: Assessment standards – is there a set of rules that all teachers should be following? Last term some task sheets weren't allowed to come home, and weren't online. This makes it hard for parents to help the kids. ○ Rachael: Heads of departments should be checking that the assessment is in the OneNote for each subject. If there is an issue, parents should contact the school and speak to the teacher. • Parent technology session: It has been mentioned before, but it would be great to have parent information sessions about how to use OneNote and other school software at the beginning of the year. • How can we get more people to join the P&C. Ideas: <ul style="list-style-type: none"> ○ We have already moved to the workers club to allow better access and occupy younger children ○ Could try a meeting theme eg. assessment, timetable, fundraising, technology etc ○ Name tags so new members feel welcome ○ Parent reminder text as well as facebook reminder ○ Representative to visit East and State P&C in Term 4 to offer invitation for new parents ○ There will be a parent info session at the Year 7 orientation day, could have a P&C table there, with membership applications someone to talk to
<p>Motions moved from meeting:</p>	<p>Motion: Previous minutes tabled and accepted as true and accurate Motion: That the P&C support the inspiration award at the school awards night. Motion: Treasurer's report accepted</p>
<p>Actions from the meeting:</p>	<p>Action: MSHS to get prices for these options and the P&C can discuss which we will fund at our next meeting. Action: MSHS to invoice P&C for \$1000 for IRC grant towards Year 12 graduation Action: MSHS to invoice the P&C for cost of gift card and individual trophy and engraving for awards night.</p>
<p>New Members:</p>	
<p>Date of next meeting:</p>	<p>7 November, 6pm at the Moranbah Community Workers Club</p>

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Close:	6:45pm
Minutes prepared by:	Rebecca Huggett