

MERIDAN STATE COLLEGE P & C ASSOCIATION MINUTES

6pm, Tuesday 17th May



Start of meeting:	6pm		
Members in attendance	Clara Marshall, Fleur Parker, Vicky GILKES-COX, Anastasja Hughey, Ross Stewart, Bree Moyles, Joanna KOBOS, Kerri Jones, Kathleen Edwards New members: Leonna Huang, Anneline Van Staden		
Apologies	Jarod Bleijie, Sue Esposito, Mark SEIJBEL, Caitlin Marks, Shannon Gniel, Richard Moore, Kristine Moore		
Confirmation of minutes from previous meeting	Moved: Vicky Second: Kathleen		
Matters arising from minutes	Matters arising are all within tonight's Agenda		
	Moved by: Vicky	Second by: Clara	Carried by:
Correspondence	Requests from a parent of a student who made it into a regional sporting team to help with funding. Unfortunately, we were unable to assist, as we have so many students in this situation, it would not be equitable. Ross – has information about possible grants which are able to support these students, information will be forwarded to the P and C committee.		
	Moved by: Clara	Second by: Vicky	Carried by:
Reports: College Director's Report	20 principles attended Meridan last Friday to engage with the success of Meridan Struggles with replacement of staff due to COVID We are currently recruiting for Primary GO, Student Services Support officer and internal EOI for HOC Primary P-2 Naplan, is tracking along. Support for staff and students, workload for staff and stress for students. Work experience for year 10s. Many opportunities of for our students. Thanks to P and C for Mother's Day Stall.		
	Moved by: Kerri	Second by: Jo	Carried by:
Reports: Presidents Report	Thanks to Mother's Day stall, great final totals. Good organisation. Tricky times with the tuckshop, navigating the struggles of COVID, minimal staffing, reduction of opening times. Acknowledge Donna's work and support. Kerri acknowledged, Vicky's work and commitment.		

	<p>Recruitment process, Kathleen has headed this process. Casual café assistant and a cook. Short listed and interview process, trails have taken place.</p> <p>Peter is a casual staff and will work 20 hours a week. Thursday and Friday for the next three weeks until his Blue Card is processed.</p> <p>Acknowledgement of the tuckshop staff adapting and continuing on despite the staffing issues.</p>	Moved by: Vicky	Second by: Fleur	Carried by:
<p>Reports: Treasurer's Report</p>	<p>No profit and loss details due to Mel being out with COVID</p> <p>Current bank balance - \$48,078.56</p> <p>Society cheque balance - \$1688.66</p> <p>Catering has been starting to pick up with a balance of \$3000.</p> <p>We have copies of the School Financial Snapshot.</p>	Moved by: Fleur	Second by: Clara	Carried by:
<p>Reports: Café Report</p>	<p>Tuckshop is starting to back the normal after a rocky start</p> <p>Jacs is on board casual</p> <p>Oven spring broken, 200-300 to fix it</p> <p>Need of induction cooktops, cracking of glass, health and safety risk</p> <p>Looking into new blender for the café, re noise.</p> <p>Ordering of new staff uniforms.</p> <p>Issues with students during break time, more staff have been present which is improving the situation.</p> <p>First aide training is going to take place for 3 key staff</p>	Moved by: Fleur	Second by: Jo	Carried by:
<p>General Business: Mother's Day Stall Report</p>	<p>Thank you to all volunteers and teachers that helped out on the day.</p> <p>\$2916, first day</p> <p>\$2661, second day</p>	Moved by: Jo	Second by: Fleur	Carried by:
<p>General Business: Disco Event Update</p>	<p>All progressing well.</p> <p>DJ booked</p> <p>Thanks to Jo, parent correspondence is up and running via paper form or electronically on Munch Monitor</p> <p>Will start to create a roster of key supervisors.</p> <p>Planning the structuring of the lines at the beginning of the evening re distribution of wrist bands, glow sticks etc.</p>	Moved by: Clara	Second by: Fleur	Carried by:
<p>General Business: Election BBQ Update</p>	<p>The BBQ won't take place due to time constraints.</p>	Moved by: Vicky	Second by:	Carried by:
<p>General Business: Possible change of roles – swap Clara and Jo's roles</p>	<p>-Change of roles due to job requirements which are completed by Jo as per her work role.</p>	Moved by: Vicky	Second by: Clara	Carried by:

<p>General Business: Tuckshop Issues</p>	<p>Staffing shortage, need to start looking at a new oven and replacing some equipment. Two staff on cash registers which will then allow for a smoother process at lunch times.</p>		
<p>General Business: Brett Gould Re: internet access in the tuckshop</p>	<p>Moved by: Vicky</p>	<p>Second by: Kathleen</p>	<p>Carried by:</p>
<p>General Business: Uniform Up Date</p>	<p>Internet access in the tuckshop, will improve the flow of services. An EFPOS machine works off its own internet connection. It is unable to connect to the Education Queensland internet system. Implementation of a better system, preferred option of a wired broadband connection to the tuckshop. Investigating if there is a copper wire that we are able to connect too out the front of the school. Costing involves, NBN will pay the installation of the wire (Standard wire). Monthly broadband service fees. Alternative large wireless antenna installed on the roofing. Needs to be seen that we are trying to solve the Internet connection.</p> <p>-Thanks to both Ross and Bree for talking to the Primary staff. -Surveying of both Primary staff and Parents. -Reflection comparing of surrounding schools, human rights research. -Discussions with exec is ongoing. -Focus on gender, equity is provided within a set uniform, consistency within staff. -Sharing of collected information at next P and C meeting. -Reopening of survey for Primary staff. To allow for change after discussion with Ross and Bree, survey will be kept open for another week. -Plan moving forward, discussion with exec. Top agenda item of Uniform update will be added to the agenda for the next meeting. -Sport Locker, worried about stock regarding the Sports Uniform. Sports uniform are now able to be worn 4 days a week. Questioning the quality of the sports shirt. -Query about the sports shirts decision which did not go through the P and C? P and C can only endorse the changing of uniform when it affects the cost to parents.</p>		
<p>Close meeting</p>	<p>Moved by: Kerri</p>	<p>Second by: Jo</p>	<p>Carried by:</p>
<p>7.07pm</p>			