

## Fort Street High School School Parents & Citizens Association Minutes of General Meeting

**Chair:** Michael Easton  
**Date:** Wednesday 18th October 2023  
**Time:** 7:30pm  
**Venue:** Zoom  
**Re:** General Meeting Minutes (Motions, Actions and Outcomes)

**Meeting declared open by Michael Easton – President**

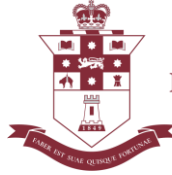
### **Attendance**

Malcolm Groves, Michael Easton, Juliette McMurray, Caroline Aow, Claire Bentley, Kirrily Druery, Rebecca Cameron, Beatrice Shimada, Emma Pearce, Simon Druery, Fredrick Meunier, Nuryani Lay, Steven Tjan, Thu Trieu, Divyan Gnanasivam, Elizabeth Kenyon, David Hetherington, Hung Ngo

Note that there are significant challenges with electronic meetings in gathering full names of attendees. As most are not members, there is no expected impact to voting.

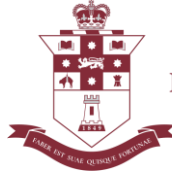
### **Apologies**

None



## General Meeting Agenda

- 1 **President's welcome** – Michael Easton
- 2 **Student Representative Council Report** – Beatrice Shimada, Divyan Gnanasivam
- 3 **Secretary's Report** – Malcolm Groves
  - **Apologies**
  - **Declaration of Interests**
  - **Table minutes from last meeting**
  - **Correspondence**
  - **Action Item Updates from last meeting**
- 4 **Principal's Report** – Juliette McMurray
- 5 **Treasurer's Report** – Hung Ngo
- 6 **General Business**
  - **P&C Bank Account Authority** – Michael Easton
  - **AGM Preparations** – Michael Easton
  - **Bank Account Authority** – Michael Easton
  - **Uniform Shop New Student Fittings** – Caroline Aow/Emma Pearce
  - **Lending Equipment to other Schools** – Michael Easton
  - **School Photo Provider** – Michael Easton
  - **Payment Tracking Spreadsheet** – Kिर्रily Druery
  - **Elephant Education Session Promotion** – Michael Easton
  - **Year 7 Welcome Event** – Michael Easton
  - **2024 celebrations for 175 years Fort Street** – Juliette McMurray
  - **2025 celebrations for 50 years Fort Street co-ed High School at Petersham** – Juliette McMurray
  - **Fort Fair Planning** – Elizabeth Kenyon
  - **Teacher/Student Communication in a Post-Mobile School** – Elizabeth Kenyon
  - **Open Girls Volleyball Funding Request** – Michael Easton
  - **P&C Brochure for Year 7** – Michael Easton
  - **Acknowledgement of Teacher Activities / Achievements**
- 7 **Membership Administration**
- 8 **Next Meeting** – Annual General Meeting – Wednesday 8<sup>th</sup> November, 2023 (On-Site and Online)



## General Meeting Minutes

### 1. President’s welcome – Michael Easton

- Michael welcomed all attendees and outlined the meeting.

### 2. Student Representative Council Report – Beatrice Shimada, Divyan Gnanasivam

- SRC Camp was held at the start of Term 4. New Execs elected.
- Halloween event on during the day on the Tuesday Oct 31<sup>st</sup>
  - Parents asked to encourage their kids to go in costume.
  - Costumes competitions, prizes, etc so should be fun.

### 3. Secretary's Report - Malcolm Groves

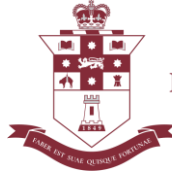
- Apologies
  - As above
- Declaration of Interests
  - No interests or conflicts raised
- Table minutes from last meeting

<b>Motion</b>	That the minutes from the previous meeting, 2023-09-13, be accepted as a true record.
<b>Mover</b>	Malcolm Groves
<b>Seconder</b>	Michael Easton
<b>Result</b>	Passed

- Correspondence
  - None
- Action Item Updates from last meeting
  - None

### 4. Principal’s Report – Juliette McMurray

- Security Cameras
  - Will be funded by Building Funds
  - Students will be notified.
  - Focused on transparency to ensure Students are included in the process.
- Juliette temporarily going to Randwick to drive the merger of boys and girls school.
  - Likely until end of Term 2 2024.
  - Rebecca Cameron will be Relieving Principal.
  - Caroline Maddick will be Relieving Deputy Principal for Joel Morrison through 2024.
  - Advertising for additional Relieving Deputy Principal

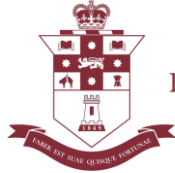


## 5. Treasurer's Report – Michael Easton

- Currently temporary issues with Access to accounts balances, so no update.

## 6. General Business

- **P&C Bank Account Authority** – Michael Easton
  - P&C have 5 accounts with Westpac
  - With Michael's departure, new account authorities are being sorted out. The intention is that Hung and Malcolm will have access to add payments, and Elizabeth will have access to approve payments.
- **AGM Preparations** – Michael Easton
  - Need someone to nominate for President as Michael is stepping down
- **Uniform Shop New Student Fittings** – Caroline Aow/Emma Pearce
  - Volunteer request has been sent out for the 28<sup>th</sup> of November Year 7 Orientation Day fittings.
  - Have 4 out of 10 currently, so we need some more.
  - Suggestion to promote it to current Yr 7 parents
- **Lending Equipment to other Schools** – Michael Easton
  - We have had a request to loan Square readers to another school.
  - We have lent equipment to Wilkins in the past.
  - Large rarely used items possibly, but smaller things like Square readers probably not.
- **School Photo Provider** – Michael Easton
  - Group photo was unsatisfactory. They have already been informed that next year it will not be repeated.
- **Payment Tracking Spreadsheet** – Kirrily Druery
  - Tracking spreadsheet, to manage P&C funding commitments has been working well.
- **Elephant Education Session Promotion** – Michael Easton
  - May be better value for money and a more tailored result to use school staff to fulfil the same requirement.
  - Get feedback from new Yr 7 parents on topics.
- **2024 Year 7 Welcome Event** – Michael Easton
  - Will put a call out for current Year 7 parent volunteers.
  - Kirrily volunteered to organise.
  - Need to set clear expectations that it is a P&C social event.
- **2024 celebrations for 175 years of Fort Street** – Juliette McMurray
  - Fort Fest on evening event on Friday 20<sup>th</sup> September, like last year.
  - Alumni opportunities to visit Museum
  - Merchandise for sale.
  - As it is a shorter event, no need to invite surrounding schools to perform. IMP can cover it.
  - SRC involvement in organising.
  - Elizabeth, Emma and Helen are driving the organisation.
- **2025 celebrations for 50 years Fort Street co-ed High School at Petersham** – Juliette McMurray
  - Deferred to future meeting
- **Teacher/Student Communication in a Post-Mobile School** – Elizabeth Kenyon
  - With students not accessing mobiles, last minute announcements from teachers are going unseen.
  - Sentral Electronic Noticeboard in Kilgour. Staff are getting used to it having that available.
  - Suggestion to also put the daily announcements on the same Noticeboard.
  - Urgent items can go over PA.



- **Open Girls Volleyball Funding Request – Michael Easton**

<b>Motion</b>	That the P&C provide \$1830.74 for the purchase of equipment for the Volleyball team.
<b>Mover</b>	Michael Easton
<b>Seconder</b>	Malcolm Groves
<b>Result</b>	Passed

- **P&C Brochure for Year 7 – Michael Easton**
  - We have the previous year's P&C Brochure, which needs updating to be included in the new Year 7 Welcome Pack
  - Elizabeth and Kirrily are coordinating.
- **Acknowledgement of Teacher Activities / Achievements**
  - Mr Patane for taking the students to the RoboCup Nationals in Melbourne during the holidays. Fort St team came 2<sup>nd</sup>.
  - Mr Gillespie, Mr Boyle, Ms Catalan, and Ms Nolan for supervising the Japan trip.
  - Ms Reynolds, Mr Morrison, Mr De Jong for the same for the Germany trip.

## 7. Membership Administration

- Please see the P&C web site for more information on roles, contacts and joining.

## 8. Next Meeting – Annual General Meeting – Wednesday 8th November, 2023 (Onsite and Online)

**Meeting closed at 9:00**