



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

**Chair:** Caroline Aow  
**Date:** Wednesday 10th April 2024  
**Time:** 7:30pm  
**Venue:** Zoom  
**Re:** General Meeting Minutes (Motions, Actions and Outcomes)

**Meeting declared open by Caroline Aow – President**

### Attendance

Elizabeth Kenyon, Kirrily Druery, Malcolm Groves, Caroline Aow,, Rebecca Cameron, Beatrice Shimaya, Dave Sherwin, Tania Koit, Hung Ngo, Peter Bestel, David Hetherington, Nigel Leslie, Thu Trieu, Nuryani Lay

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** – Caroline Aow
- 2 **Student Representative Council Report** – Beatrice Shimada, Divyan Gnanasivam
- 3 **Secretary's Report** – Malcolm Groves
  - 3.1 **Apologies**
  - 3.2 **Declaration of Interests**
  - 3.3 **Table minutes from last meeting**
  - 3.4 **Correspondence**
  - 3.5 **Action Item Updates from last meeting**
- 4 **Principal's Report** – Rebecca Cameron
- 5 **Treasurer's Report** – Hung Ngo
- 6 **IMP Report** - Tania Koit
- 7 **General Business**
  - 7.1 **Fort Fest Update** - Elizabeth Kenyon
  - 7.2 **Banking Authority Changes** - Caroline Aow
  - 7.3 **Acknowledgement of Teacher Activities / Achievements**
- 8 **Membership Administration**
- 9 **Next Meeting** – General Meeting – Wednesday 8<sup>th</sup> May, 2024 (Onsite and Online)



## General Meeting Minutes

### 1. President’s welcome – Caroline Aow

- Caroline welcomed all attendees and outlined the meeting.

### 2. Student Representative Council Report – Beatrice Shimada

- Planning for Future Leaders Conference is ongoing.

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

- Apologies
  - o Emma Pearce
- Declaration of Interests
  - o No interests or conflicts raised
- Table minutes from last meeting

<b>Motion</b>	That the minutes from the previous meeting, 2024-3-13, be accepted as a true record.
<b>Mover</b>	Malcolm Groves
<b>Seconder</b>	Caroline Aow
<b>Result</b>	Passed

- Correspondence
  - o None
- Action Item Updates from last meeting
  - o None
- Motions moved since last meeting

<b>Motion</b>	That the P&C fund the purchase of a USB speaker/microphone for meeting and school use, to the amount of \$200.
<b>Mover</b>	Kirrily Druery
<b>Seconder</b>	Emma Pearce
<b>Result</b>	Passed



#### 4. Principal's Report – Rebecca Cameron

- Ocean Centennials Exhibit in Library
  - Sculptures on display from Bondi Installation
  - Students engaged in writing and art exercises connected to the sculptures
- German Sister School visit
  - Thanks to the staff and families who have been hosting the exchange students and teachers over the last couple of weeks
- Neuro Diversity Celebration week
  - Organised by the diversity committee, it's a week of activities aimed at allowing the students to understand the experiences of people who are neurodivergent
- IMP Camp
  - 3 days of performance and lessons culminating in a well attended and received concert for the families.
- Second assessment block for HSC just completed.
- Chess Club
  - Team went to an inter-school competition at Canterbury Boys
  - Fort St students/teams won both the individual and group competitions.
- Executive Conference last week
  - future planning and development for school leadership team
- Future Leaders Conference
  - still looking for some funding for the FLC
    - Unfortunately the possibility of funding via Jenny Leong's office did not eventuate.
    - Investigating other sponsorship opportunities
  - Guest Speaker line-up is complete
- IMP Tour
  - Tour of Spain and Lisbon departing Thursday the 11th of April
  - 99 students plus 9 staff



- Has required a massive amount of planning, paperwork and organisation from Matt Manchester and the other staff who have been helping, including Helen Thompson, Caroline Mattick, Elizabeth Propsting and David Latimer.
- New Visual Arts Teacher
  - Gabriela Capel from Carlingford High School starting next term.

## 5. Treasurer's Report – Hung Ngo

- Healthy balance in accounts.
  - P&C Account \$30,501.68
  - Uniform Shop Account \$96,249.07
  - Term Deposit 1 \$80,512.37
  - Term Deposit 2 \$81,918.77
- Term Deposits rollover in June and December

## 6. IMP Report - Tania Koit

- Camp was a big success, with intensive music lessons and rehearsals, fun, Irish dancing and year 11-run games, culminating with an afternoon tea and concert by students for IMP families in Galston Gorge;
- IMP Tour departs this Thursday evening. Tania has set up a WhatsApp group for tour parents. If any tour parents wish to join, the invite link is on Facebook or contact Tania (WhatsApp is best +61414354504).
- Kitchen audit- Has been liaising with Emma and Elizabeth. Very keen to share kitchen audits to better manage/use/share stock.

## 7. General Business

### 1. Fort Fest Update - Elizabeth Kenyon

- Met with SRC
  - i. Lots of suggestions and action items on both sides.
- Looking for Parent volunteers to help organise. Anyone who is able to help with these roles, please email the P&C:
  - i. Finance Coordinator
  - ii. Donations and Prizes Coordinator
  - iii. Catering Coordinator
  - iv. Sustainability and Waste Coordinator
  - v. Sponsors Coordinator
  - vi. Publicity and Comms Coordinator
  - vii. Alumni Coordinator
  - viii. Equipment & Set Up Coordinators x 2
- Will talk to Matt after tour about IMP involvement



<b>Motion</b>	That the P&C fund the prizes for the Fort Fest logo competition, to the amount of \$100.
<b>Mover</b>	Elizabeth Kenyon
<b>Seconder</b>	Malcolm Groves
<b>Result</b>	Passed

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**2. Banking Authority Changes - Caroline Aow**

- Authorise Caroline Aow and Emma Pearce with admin authority over all the FSHS P&C bank accounts and provide online banking related to all these accounts.
- Remove Michael Easton and Ethel Talty from all FSHS P&C bank accounts and remove them from online banking access related to these accounts
- Do not change the current authority structure of these accounts.

<b>Motion</b>	That the P&C approve the above changes to the authorities to act on the P&C bank accounts.
<b>Mover</b>	Caroline Aow
<b>Seconder</b>	Malcolm Groves
<b>Result</b>	Passed

**3. Funding Request for Sports Costs - Rebecca Cameron**

- This year the school sport bus budget has blown out, and to pass these costs, in full, onto families is becoming unreasonable.
- Requesting funding support for the following items:
  - i. Defray the cost of Yr 8 (compulsory) Grade Sports buses - \$10,000
  - ii. Fund engagement of past students as referees for Grade Sport - \$6000
- Will likely become a recurring request each year.

<b>Motion</b>	That the P&C approve the amount of \$10,000 to cover the cost of bus hire for Year 8 Sports
<b>Mover</b>	David Hetherington
<b>Seconder</b>	Caroline Aow



Result	Passed
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<b>Motion</b>	That the P&C approve the amount of \$6,000 to fund the use of past students as school sport referees.
Mover	David Hetherington
Seconder	Caroline Aow
Result	Passed

#### 4. Acknowledgement of Teacher Activities / Achievements

- Matt and team for organising the IMP Tour and giving up their holidays to enable the tour to take place.
- Teachers supervising CHS Sports for ferrying kids around to various grounds.
- Office Team for scouring the Chemists of the inner west to provision first aid kits for IMP Tour.

#### 7. Membership Administration

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

#### 8. Next Meeting – General Meeting – Wednesday 8<sup>th</sup> May, 2024 (Onsite and Online)

Meeting closed at 8:15pm