



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

Chair: Elizabeth Kenyon
Date: Wednesday 14th August 2024
Time: 7:30pm
Venue: Onsite and Zoom
Re: General Meeting Minutes (Motions, Actions and Outcomes)

Meeting declared open by Elizabeth Kenyon – Vice President

Attendance

Elizabeth Kenyon, Kirrily Druery, Malcolm Groves, Rebecca Cameron, Juliette McMurray, Tania Koit, Hung Ngo, Divyan Gnanasivam, Peter Bestel, David Hetherington, Emma Pearce

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** – Elizabeth Kenyon
- 2 Student Representative Council Report** – 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** – Juliette McMurray
- 5 Treasurer's Report** – Hung Ngo
- 6 IMP Report** - Tania Koit
- 7 Fort Fest Update** - Fort Fest Committee
- 8 General Business**
 - 8.1 Additional Up-front Costs for Fort Fest** - Elizabeth Kenyon
 - 8.2 Canteen Arrangements and License Renewal** - Juliette McMurray
 - 8.3 P&C Association Membership and Insurance** - Malcolm Groves
 - 8.4 Acknowledgement of Teacher Activities / Achievements**
- 9 Membership Administration**
- 10 Next Meeting** – General Meeting – Wednesday 11th September, 2024 (Online)



General Meeting Minutes

1. President’s welcome – Elizabeth Kenyon

- Elizabeth welcomed all attendees and outlined the meeting.

2. Student Representative Council Report – Divyan Gnanasivam

- **Multicultural Day:** Scheduled for Friday; students encouraged to dress in cultural attire or sporting jerseys. There will be culturally themed food stalls.
- **Fort Fest Preparations:** Year 10 group is working diligently.

3. Secretary's Report - Malcolm Groves

- Apologies
 - Caroline Aow, Beatrice Shimada and Helen de Wolfe
- Declaration of Interests
 - No interests or conflicts raised
- Table minutes from last meeting

Motion	That the minutes from the previous meeting, 2024-6-12, be accepted as a true record.
Mover	Malcolm Groves
Seconder	Kirrily Druery
Result	Passed

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

4. Principal’s Report – Juliette McMurray

- **Principal's Return:** Juliette expressed excitement about returning after three terms, acknowledging the work done by Rebecca, David, and Caroline in her absence.
- **Sporting Achievements:** Several students excelled in regional athletics, with multiple champions from different age groups.



- **Duke of Edinburgh Camp & Year 11 Geography Trip:** These events were successfully conducted recently.
- **Governor General Visit:** Fort Street hosted the Governor General, who visited due to her husband's (Simeon Beckett) connection to the school. The visit included interactions with legal studies students and a performance by the school's music students.
- School hosted around 80 Principals from surrounding networks. Year 7 students were interviewed on their transition to high school, which provided some good feedback on what worked well and what can be improved.
- **Year 9/10 and 11/12 Subject Selection:** The process for subject selection has begun, with the school aiming to maximise student preferences.

5. Treasurer's Report – Hung Ngo

- Healthy balance in accounts.
 - P&C Account \$35,433
 - Uniform Shop Account \$109,193
 - IMP Account \$116,190
 - Term Deposit 1 \$80,512
 - Term Deposit 2 \$85,163
- Term Deposits rollover in June and December

6. IMP Report - Tania Koit

- No report

7. Fort Fest Update - Fort Fest Committee

- **Progress:** Significant progress made in collaboration with the SRC. Merchandise delivered, and volunteers are being recruited.
- **Sponsorship & Donations:** Secured three silver sponsors and several auction items.
- **Upcoming Events:** Donation days scheduled for September 6th and 13th.

8. General Business

1. Additional Up-front Costs for Fort Fest - Elizabeth Kenyon

Up to \$8000 for additional up-front costs for Fort Fest. It is anticipated that the event will raise funds in excess of these amounts.



Motion	That the P&C approve the amount of \$8000 for upfront costs related to Fort Fest
Mover	Elizabeth Kenyon
Seconder	David Hetherington
Result	Passed

2. Canteen Arrangements and License Renewal - Juliette McMurray

- The canteen’s contract is due for renewal.
- Discussion on whether the P&C should take over running the canteen concluded with a decision to not pursue this.

Motion	That the P&C decline the opportunity to take over the running of the School Canteen
Mover	Kirrily Druery
Seconder	Malcolm Groves
Result	Passed

3. P&C Association Membership and Insurance - Malcolm Groves

The yearly P&C Federation membership fees are due, along with association insurance. Insurance options are the same as last time, price has gone up about 12%

Covers: P&C Directors and Officers Liability, Federation Membership and Public Liability, P&C Contents Insurance, Voluntary Workers Insurance

For future reference, the P&C contents insurance includes \$5000 for musical instruments, but this is a bundle and not removable.



Motion	That the P&C allocate \$2001 to cover the P&C Federation Membership fees and insurance.
Mover	Malcolm Groves
Seconder	Peter Bestel
Result	Passed

4. P&C Zoom Account - Malcolm Groves

Our Zoom account is no longer provided by the P&C Federation, as we discovered suddenly during the meeting. Peter paid the subscription to avoid the meeting ending prematurely.

Prior to next August, we should investigate whether Google Meet (included with our Workspace subscription) can replace Zoom.

Motion	That the P&C allocate \$223 to cover the Zoom subscription for this year (to be reimbursed to Peter Bestel).
Mover	Malcolm Groves
Seconder	Elizabeth Kenyon
Result	Passed

5. Acknowledgement of Teacher Activities / Achievements

- Mr Latimer for organising and running Duke of Ed Bronze
- Ms Johnson for their efforts during Duke of Ed Silver
- Mr Razzaghi for his teaching style and engaging manner.
- Ms Tan and Ms Strati for ongoing student support and care.
- David Sherwin for exceptional disaster avoidance.

7. Membership Administration

- **Current Membership:** 17 financial members. Discussion on strategies to increase participation and membership, especially post-Fort Fest.



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

8. Next Meeting – General Meeting – Wednesday 11th September, 2024 (Online)

Meeting closed at 8:40pm