



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

**Chair:** Caroline Aow  
**Date:** Wednesday 11th June 2025  
**Time:** 7:30pm  
**Venue:** Online  
**Re:** General Meeting Minutes (Motions, Actions and Outcomes)

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

### Attendance

Prabhu Sivabalan, Kirrily Druery, Malcolm Groves, Emma Pearce, Elaine Huang, Tracey Chen, Beatrice Shimada, Avivi Davidson, Dave Sherwin, Caroline Aow, Ramona Vijeyarasa, Frederick Meunier, Carolyn Mattick, Danelle Patridge, Elizabeth Kenyon, Jens Olscher, Benjamin Li

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.



## **General Meeting Agenda**

- 1 President's welcome** – Caroline Aow
- 2 Student Representative Council Report** – Beatrice Shimada, Avivi Davidson
- 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** – David Sherwin
- 5 Treasurer's Report** – Prabhu Sivabalan
- 6 IMP Report** - Tania Koit
- 7 General Business**
  - 7.1 Acknowledgement of Teacher Activities / Achievements**
- 8 Membership Administration**
- 9 Next Meeting** – General Meeting – Wednesday 13<sup>th</sup> August, 2025 (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, Avivi Davidson

- The Future Leaders Conference was held recently, which hosted over 250 students from around the state. Speakers and workshops were featured, and thanks were extended to the P&C for their contribution.
- A group of SRC members will be attending a Wear It Purple Day Assembly at Sydney Boys High School on June 17th.
- The SRC is planning Spirit Month for next term, including Multicultural Day.
- The SRC was asked about advising Year 10 on formal organization.

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

- Apologies - Juliette McMurray
- Declaration of Interests
  - No interests or conflicts raised
- Table minutes from last meeting

<b>Motion</b>	That the minutes from the previous meeting, 2025-05-14, be accepted as a true record.
<b>Mover</b>	Malcolm Groves
<b>Seconder</b>	Kirrily Druery
<b>Result</b>	Passed

- Correspondence
  - None
- Motions moved since last meeting



- o None

## 5. Principal's Report – Dave Sherwin

- Term 2 is very busy with many events.
- Year 9 and 10 students attended study skills workshops.
- Numerous excursions took place, including:
  - o Year 8 English to the Belvoir Street Theatre.
  - o Year 10 English to Macbeth at the Seymour Centre.
  - o Year 10 Drama to the Ensemble Theatre.
  - o Year 11 History to the Chow Chak Wing Museum.
  - o Year 12 Japanese to the Tenken Center for speaking practice.
- **Congratulations:**
  - o Fort Street teams attended the Shakespeare Carnival at Sydney Girls High School, with Year 7 adapting Julius Caesar. Excellent feedback was received, though no teams made the state finals.
  - o The senior team for the NSW Theatre Sports School Challenge came third in the semi-finals, missing the finals by one point.
  - o Edmund Huang and the recorder quartet (Kit, Henry, Hugo, and Owen) were selected for the Instrumental Ensemble at the Sydney Opera House for the Festival of Instrumental in September.
- Fort Street celebrated National Reconciliation Week with the theme "Bridging Now to Next." The Reconciliation Action Committee is working on a plan to be captured in a mural. Students from various years have contributed artwork.
- The Amnesty Social Justice Committee hosted a bake sale, raising over \$1,000 for Sisters Inside.
- The Futures Leaders Conference was a success with 300 student leaders from 55 schools. Speakers included Bree Chisholm (magistrate) and Mark Loughran (martial arts instructor). Special thanks were extended to the executive team (Miranda, Grace, Angus, Daniel, Vennela, William Wang, Isabel) and teachers (Mr. Shakibaei, Mr. O'Neill, Ms. Leondios), and the P&C.
- Semester One reports and parent-teacher interviews are upcoming:
  - o Year 11 reports were sent out yesterday.
  - o Year 7 and 10 interviews: Thursday, June 26th. Information will be sent by the end of the week. Bookings open Monday, June 16th, at midday.
  - o Year 8 and 9 interviews: Wednesday, July 2nd.
  - o Parents are encouraged to book early. If unable to attend, parents can email the school to arrange a phone call with teachers.



- Year 12 students are undergoing academic reviews to track their progress towards the HSC.
- A uniform reminder was issued for the winter season. Grey pants are now available. Parents are encouraged to write notes if there are uniform issues.
- Juliette will participate in the Vinnie's Sleepout on June 19th at White Bay Cruise Terminal, aiming to raise \$5,000.
- Year 12 is in the middle of an exam block until Monday.
- **English Support:**
  - Mr. McMahon (Head Teacher of English) is booking past high-achieving Year 12 students to run a panel on successful English study, either at the end of this term or early next term.
  - Students are encouraged to maintain contact with teachers and submit practice responses for feedback.
  - Targeted English support classes for the new Year 12 cohort will be available on Thursday mornings in Term 4.
  - Carolyn Mattick added that the Homework Club in the library on Mondays and Wednesdays has a specialist English teacher (Angela Morrison) on Wednesdays. This resource is underutilized, and efforts will be made to better advertise it.
  - A suggestion was made to rebrand "Homework Club" to something like "Study Centre" to better reflect its purpose, especially for senior students. This is being considered.
- **Test Papers:** Joyce asked about teachers sharing test papers with parents, especially for Year 7 Maths and Science, to understand areas for improvement. Carolyn Mattick explained that faculties might hold onto papers for security reasons (e.g., catch-up tasks) and that different faculties may have different approaches. She will inquire about Maths specifically.
- **Accelerated Subjects:** Joyce inquired about Year 11 students accelerating in subjects like Maths and English to reduce workload in Year 12. David Sherwin confirmed accelerated Maths is available with a compacted curriculum, allowing students to do their HSC in Year 11 for that subject. Students are still encouraged to start Year 11 with 12 units. Other subjects for acceleration have been explored in the past but faced timetabling and student readiness issues.
- **Google Classroom:** Kirrily Druery suggested parents be added to Google Classroom as guardians to oversee student progress. David Sherwin confirmed this option exists, providing an overview of due work and classwork. Carolyn Mattick noted that teacher usage of Google Classroom varies.
- **Year 10 Subject Selections:** Caroline Aow inquired about Year 10 subject selections. Carolyn Mattick stated it is early in Week 1 of next term (Thursday, July



24th). A meeting for students and parents will be held in the first week to provide detailed information.

## 6. Treasurer’s Report – Prabhu Sivabalan

- P&C financial health is sound with approximately \$315,000 spread across the uniform shop, IMP sub-account, general bank account, and P&C account.
- Prabhu is working on framing boundaries and scope for P&C contributions to standardize support for all school functions and projects.
- A small number of minor invoices totaling \$214 need to be accounted for, and Prabhu will follow up with Donna from Northside Numbers.
- Elizabeth Kenyon suggested that those with authority to approve payments meet to agree on processes, and Prabhu agreed, suggesting a cloud folder for invoices to reduce loss.
- Elizabeth also inquired about documented annual outgoings (e.g., insurance, speech day prizes, catering), and Prabhu will contact Hung, who may have the document.

## 7. IMP Report - Tania Koit

- No Report
- Kirrily mentioned that IMP concert is on Friday, June 27th, with dinner in the fountain quad at 5:30 PM and the concert at 7:00 PM. Donations of food and volunteers are needed, and tickets are available (children are free).

## 8. General Business

### 8.1. Uniform Shop Flexischools Update - Kirrily Druery

- Preparation for the changeover is continuing. A professional photographer is coming in to take all new photos.
- Plan is to have Flexischools set up in parallel for testing during Term 3, and then changeover at the beginning of Term 4.

<b>Motion</b>	That the P&C fund the Uniform Shop photography to the amount of \$1350
<b>Mover</b>	Malcolm Groves
<b>Seconder</b>	Caroline Aow



Result

Passed

### 8.2. Evaluation of Google Meet as a replacement for Zoom - Malcolm Groves

- The Zoom subscription that we use for the P&C Meetings renews in August.
- Prior to this, we evaluated Google Meet as a possible alternative, due to it being included with our Google Workspace subscription.
- Unfortunately there are several criteria that we feel are important for our meetings that are not present in Google Meet, such as individual chat replies, sufficient Host controls over Screen sharing, and Accessibility features amongst others.
- Combined with the disruption of inflicting a new system on the school community, we've decided to continue with the current Zoom subscription.

### 8.3. Acknowledgement of Teacher Activities / Achievements

- After hearing about the range of after-hours support being offered to the students, there was a general acknowledgement of the teachers giving up their time for this.
- The school exec for their support of the students organising and running the Future Leaders Conference.
- Kirrily for her patience and good humour while helping the Uniform Shop transition to Flexischools.
- David Paulie for promoting Open Source to the students, in particular PostgreSQL.

### 8.4. Other Business

- N/A

## 8. Membership Administration

- **Current Membership:** 24 financial members.
- Please see the P&C website for more information on roles, contacts and joining.



**9. Next Meeting – General Meeting – Wednesday 13th August, 2025 (Onsite and Online)**

**Meeting closed at 8:30pm**