

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

Chair: Caroline Aow
Date: Wednesday 13th August 2025
Time: 7:30pm
Venue: Onsite and Zoom
Re: General Meeting Minutes (Motions, Actions and Outcomes)

Meeting declared open by Carolyn Aow – President

Attendance

Kirrily Druery, Malcolm Groves, Elaine Huang, Jens Olscher, Juliette McMurray, Beatrice Shimada, David Sherwin, Avivi Davidson, Frederick Meunier, Elizabeth Kenyon, Paula Katalinic, Sivvy Xu, Xuanyi Ma, Tracey Chen, Vivian Wang

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** – Juliette McMurray
- 5 Treasurer's Report** – Prabhu Sivabalan
- 6 IMP Report** - Paula Katalinic
- 7 General Business**
 - 7.1 Fairy Lights for the Fountain Quad** - Elizabeth Kenyon
 - 7.2 P&C Annual Insurance Renewal** - Malcolm Groves
 - 7.3 Snack Bar Volunteers for Addams Family Musical** - Kirrily Druery
 - 7.4 Acknowledgement of Teacher Activities / Achievements**
- 8 Membership Administration**
- 9 Next Meeting** – General Meeting – Wednesday 10th September, 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

- Multicultural Day (Friday, August 15th) - Year 9 SRC hosting a stall selling dumplings, fried rice, and iced tea.
- Secondhand Uniform Sale: Next week, August 22nd (last one with current store coordinators).
- SRC Elections will be held Friday, Week 7 for next year's SRC.
- Outgoing SRC thanked the P&C for their support over the last year.

3. Secretary's Report - Malcolm Groves

- Apologies - Emma Pearce, Elaine Huang, Prabhu Sivabalan
- Declaration of Interests
 - No interests or conflicts raised
- Table minutes from last meeting

Motion	That the minutes from the previous meeting, 2025-06-11, be accepted as a true record.
Mover	Malcolm Groves
Seconder	Caroline Aow
Result	Passed

- Correspondence
 - None
- Motions moved since last meeting

Motion	That the P&C fund the purchase of a laptop for the Uniform Shop to the amount of \$1500.
Mover	Kirrily Druery
Seconder	Malcolm
Result	Passed

Motion	That the P&C fund the Zoom Renewal to the amount of \$223.90.
Mover	Malcolm Groves
Seconder	Caroline Aow
Result	Passed

4. Principal's Report – Juliette McMurray

- Thanks to Kirrily, Gladys, and Stella for work on uniform photoshoot for the website.
- Year 10 Commerce stalls were a success, showcasing entrepreneurial skills and raising money.
- Parent-teacher nights for the semester have been held.
- Year 11 Food Tech class is going well; hosted a three-course meal for senior executive and head teacher from TAS.
- IMP Winter Concert was successful, though growth is leading to program length issues.
- Combined Schools Science Investigation (CSSI) program with UTS, Summer Hill High, Summer Hill Public, Wilkins Public, and Ashfield Public Schools. Year 10, Year 4, and some Year 5 students presented projects.
- Year 8 and Year 10 subject selection night: New format for Year 10 (all subjects in hall) was successful and will be continued.
- Two students, Dante Diaz and Eleanor Alonso-Love, received Minister's Awards for NSW Public Education (only 30 chosen across NSW).
- HSC trials finished without hiccups.
- Year 11 final prelim exams in Week 9, Year 12 starts next term.
- Uniform crackdown continues (black shoes, full school uniform); regular checks throughout the day/term/year.

- Lateness crackdown: Students are expected to be in classrooms by 8:45 AM. Consequences for lateness kick in on the fourth instance (after-school detention).
- Multicultural Day (Friday): Students encouraged to wear cultural dress; flag-bearing ceremony, performances, food stalls (cash only).
- Inter-house volleyball competitions: Two weeks, starting next week, for all year groups.
- Inter-house Mario Kart competitions: Week 7 and 8.
- Book Week event: Monday, August 18th, for Year 7 with Co-Librarian Paul McDonald (author); students to wear a symbol of a character/book.
- Careers Fair: Tuesday next week, afternoon, in the hall, with various universities.
- Career speed dating event: Planned for Term 4 with alumni.
- School Musical ("The Addams Family"): Next week, Thursday and Friday night; tickets available.
- NSW Public Schools Survey data: Will schedule a presentation prior to the next P&C meeting (September 10th).

5. Treasurer's Report – Submitted beforehand by Prabhu Sivabalan, read by Caroline Aow

- Cash and term deposits tally to just under \$500k.
- When adding to inventory and reducing for liabilities, our net asset position is \$561k, a healthy sum.
- Our cash to term deposit ratio is 1.86. Given how high our cash is, there is an opportunity to earn high term deposit interest rates in the short term if we're not expecting significant expenditures. For every \$100k in a term deposit, we could be earning an extra \$2.5-3k per year... possibly more! Is this a material benefit next to the liquidity we now have?
- Would like to request a prioritization list of expenditures from everyone, for the year to come, does not have to be an exhaustive list, and we don't wish to be strict gatekeepers. Just for planning purposes.
- A general discussion followed with the following candidate projects mentioned:
 - o Canteen student toilets: Approved for upgrade by Dept.
 - o Kilgal toilets: Potential for smaller scale upgrades (troughs, taps, door wrapping).
 - o School shade: Ongoing discussion, consideration of large umbrellas (popular with students even in rain).
 - o Blinds: About to be ordered for classrooms (not the science room formula blinds).
 - o Collaborative pillar murals: Being pursued.

- Public Schools Survey results: Positive growth in well-being and grounds, but toilets remain an issue. Department is coming on board with upgrades.

6. IMP Report - Paula Katalinic

- A special GM was held on 5th May and the following elections were made:
 - IMP Convenor - Paula Katalinic
 - IMP Co-Convenor - Tania Koit
 - IMP Secretary- Bill Gray
 - IMP Raffle Coordinator- Jessica Wu
- Auditions completed (120), resulting in well-balanced ensembles (74 in Wind Orchestra, 60s in Wind Ensemble).
- Winter concert issues: Capacity reached, looking at working group to address overcrowding and length. Ideas include some ensembles playing only during catering to shorten the concert by 30 minutes.
- Achievements: Silver and Bronze medals for Australian Percussion Ensemble at Stanford event.
- Upcoming events: Jazz Orchestra playing Lazy Bones, Fire for Life (collaboration with Glebe Public School). "The Addams Family" production
- IMP funding: Confirmed P&C agreement to provide \$10,000 annually for instrument purchases (approved in May).
- Discussion about 2026 IMP calendar: Need to brainstorm balancing concerts, musicals, Fort Fest, and other performance opportunities. Elizabeth to attend Term 4 IMP meeting.
- Volunteers: Good response at IMP concert, especially from Year 7 parents.

7. General Business

7.1. Fairy Lights for the Fountain Quad - Elizabeth Kenyon

- Issue: Cheap Bunnings lights are not durable/suitable; commercial quality needed.
- Quotes received for solar lights ranging from \$10,000 - \$16,000.
- Discussion to seek more quotes, including for hardwired options, and speak with a Year 7 parent who is an electrician.

7.2. P&C Annual Insurance Renewal - 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 8%

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



Motion	That the P&C allocate \$2156 to cover the P&C Federation Membership fees and insurance.
Mover	Malcolm Groves
Seconder	Elizabeth Kenyon
Result	Passed

7.3. Snack Bar Volunteers for Addams Family Musical - Kirrily Druery

- P&C are hosting the snack bar
- * Selling pre-made (but cooked on demand) cheese toasties (including gluten-free, possibly vegan if there is demand), potato chips, chocolate, drinks, coffee, etc
- Volunteers needed; currently half the spots are filled (10 people each night).
- Volunteers get reserved seating so you won't miss any of the performance

7.4. FlexiPOS EFTPOS for Uniform Shop - Kirrily Druery

- Training completed for new Flexi Schools setup.
- Offer to trial new Flexi POS system (modern cash register with built-in iPad, receipt printer) for free, but requires signing up for ANZ Worldline (no new bank account needed).
- Alternative: \$1100 for current F-post machine.
- Financially worthwhile to try free trial, good support expected.
- Internet issues resolved; new laptop ordered for Gladys.
- Refund and exchange policy to be tightened: Returns will be refunded as credit to Flexi Schools account for future purchases.
- Education for parents needed, possibly at Year 7 orientation (P&C volunteers for tech support).

7.5. Acknowledgement of Teacher Activities / Achievements

- Teachers involved in trial exams acknowledged for smooth process and preparation for HSC.
- Juliette acknowledged for Year 10 subject selection night and empowering students to choose subjects.
- Ms Maddox acknowledged for their passion and effort in the Environment Club.

- Positive feedback received from public about good behavior of Year 7 students on the train.
- Ms Mattick thanked for staying to pack down and clear bins after the IMP Winter Concert.

7.6. 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 10th September, 2025 (Online)

Meeting closed at 8:40pm