

**THE FORT STREET FOUNDATION, INC.**

**MINUTES OF A MEETING OF DIRECTORS HELD ON  
WEDNESDAY 4 MARCH 2015 AT 7:30 PM  
IN THE FORTIAN ROOM, FORT STREET HIGH SCHOOL**

**1. PRESENT**

Colin Long	President
Ros Moxham	Principal
Karen Di Stefano	Relieving Principal
George Jaksic	Fortians Union Director and Vice President
Don Newby	School Council Director
Mark Lindsay	Director
Pauline Leung	P&C Director
Catriona Arcamone	Staff Director

**IN ATTENDANCE**

Jules Davies	Executive Officer
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**WELCOME & APOLOGIES**

Apologies were received from Helene Pappas.

**2. CONFIRMATION OF MINUTES**

The minutes of the previous meeting held in November 2014 were confirmed.

**3. MATTERS ARISING FROM THE MINUTES**

The purchase of Maroon & Silver books will be dealt with in item 9.

**4. CORRESPONDENCE**

None

**5. PRINCIPAL'S REPORT**

The relieving principal reported that year 7 interim reports will be distributed to parents soon, although there was a slight delay.

The school has switched to the learning and student management system Sentral, which will allow the amalgamation of all the school databases. There will be the ability for students and parents to log in to see information such as timetables, wellbeing notifications and to book parent teacher night interviews online. This is a good system for the day to day running of the school so long as there are no problems with technology. As part of this the school has moved to an online roll call, which allows a teacher to mark the roll electronically and an SMS can be sent to parents by 9.15 if a student is absent. The school is looking at the parent portal where parents can log in for information but this is not available yet.

The school is in the middle of updating its reporting system in conjunction with the annual report and school plan.

The new canteen is operating well.

Speech Day was a great success.

## **6. ARCHIVES**

This is progressing well and we are waiting to hear about a possible candidate to take on the role of part time (2 days a week) archivist. This may be the same person who completed the assessment and proposal.

The School council has approved the use of Library Funds to fund the archivist this year. The Principal asked the Foundation to approve funds of up to \$25 000 for this year. This was approved. The aim is for the archivist to prepare a proposal for a heritage grant and to work on the preservation of our existing archives.

## **7. FINANCIAL REPORT**

The Executive Officer ran through the financial report. The financials for 2013/2014 are almost complete and ready for signing. Overall donations have increased slightly but contributions to the building fund have decreased. In view of this the split of 40% building fund, 30% library fund and 10% Education fund will be changed to 45% building, 45% library and 10% education when transferring funds to make a payment from the Foundation account.

## **8. REQUEST FOR FUNDS**

Funds from the library fund for the archivist were dealt with in item 6. The PO Box payment will be due soon and this will be approximately \$175. This was approved unanimously.

## **9. OTHER BUSINESS**

George moved to rescind the agreement of funds pledged to purchase 280 Maroon & Silver books due to a possible legal irregularity by the vendor. This was agreed.

Next meeting 7.30pm Wednesday 3 June 2015.