****FRIENDS OF FRAYNE

 MEETING MINUTES

**URSULA FRAYNE: DUNCAN CAMPUS – tUESDAY DATE 19TH oCTOBER 2021 – 7.00PM**

# In Attendance

Jasmine Collier, Kayo Adams, Samantha Butler, Julie-Anne Simmons, Siobhan Allen, Josephine D’Aqui, Matija Ng Chong Tin, Veronica Parker, Jessica Pochintesta, Nikki Middleton, Geoff Mills, Andy Dalton, Patricia Gabb, Bronwyn Frangs, Tania Baharom, Heather Fraser

***APOLOGIES:*** *Sally Okoye, Samantha Swain, Aileen Emery*

# Approval of Minutes

The minutes were read from the previous meeting held on Tuesday 17th August 2021 and approved by:

**Moved** – Nikki Middleton

**Seconded** – Jess Pochintesta

# MatterS ARISING FROM PREVIOUS MEETING

**Catholic School Parents WA (CSPWA):** Siobhan Allen (Executive Director of CSPWA) visited to explain who CSPWA are and what they do. CSPWA are a not for profit and independently incorporated organisation that provides advocacy, representation and service/support to P&F’s of Catholic schools. She pointed out that next year there are changes expected to affect P&F’s due to CEWA Ltd governance. They will be trying to gain some consistency to P&F’s across all Catholic school. Changes include constitutions moving to a terms of reference; The role of Treasurer and how the funds will be collected, located and maintained (banking will be strongly encouraged to moving to a Catholic Development Fund (CDF) account which will sit with the school, all money collected in the name of the school will be the responsibility of the Principal). CSPWA will be advocating to make sure that the way that this money is then allocated should remain the same. CSPWA suggests that at the beginning or end of every year there is a planning meeting between the Friends of Frayne, the ELC and the Advisory Council to determine the goals of the school for the year and how each group can contribute to each of those outcomes. Cost of membership is $3.50 per student per year. There are currently 122 schools affiliated out of 159 schools invoiced.

**Discussion on CSPWA:** It was suggested that we need to have a discussion as a committee and then put it to the parents. Siobhan has spoken to the Friends of Frayne previously and it was decided at the time that we couldn’t afford it. This was when the Friends of Frayne were doing all of the fundraising and was prior to the levy being introduced. Veronica noted concern over the decrease in funding being allocated to Catholic schools and the importance of the advocacy role that CSPWA play. This year’s invoice totalled $5413.10. Tania Baharom noted that this is much cheaper than it was when CSPWA first presented to the Friends of Frayne (it was around $12000 then). The resources available may be very valuable with the changes coming in. Geoff suggested that we can put it as a motion at the AGM. A decision can then be made each year at the AGM as to whether to opt in or out for the next year. A decision will need to be made on whether to increase the levy to cover the cost or whether we absorb it. The levy was introduced around 6 years ago and hasn’t had an increase. We will need to communicate this to parents so they can make an informed decision. CSPWA may have a summary/description that we can use.

**Sustainability Sub Committee Update:** A meeting was due to be held in September at the end of Term 4 but was unfortunately cancelled due to conflicting timetables. The Sub-committee is hoping to meet again early this term.

**Forward planning for 2022:** We received some good feedback from one class coordinator regarding the wording of the role description for Class Coordinators. The charter says that Nominations for positions need to be open for 4 weeks from the AGM. Positions will open next Monday 25th October and will close 1 week before the AGM. Nomination forms are to go in the box in the office or to be emailed to the Friends of Frayne. Forms are updated and available on the website. Jess will send them out via email too. An induction will be held for all Class Coordinators and Committee members.

**Financial Update:** Rollover to the next meeting.

# Principal’s Report

Made by **Geoff Mills**

**Thank you:** Thank you to the Friends of Frayne. There were a lot of events at the end of the last term and leading into this term. There are lots of celebratory activities coming up.

**Junior School Playground Update:** Andy Dalton provided an updated on the new Junior school playground which is all installed and the gardens are planted. There has been lots of positive feedback from the students. Equipment was installed at a height that still challenges the year 6’s. The official opening will be held next Friday 29th of October to coincide with Your Move Day.

**Outdoor Ed Camps:** New this year. Outdoor Ed has become really popular. Camp has been introduced as part of the students assessment. There is a good mix of boys and girls taking up the course.

**Frayne Day:** Veronica requested some feedback on the live stream of the concert. The school paid for an outside service to film and stream the concert for parents to access as parents were not on site for Frayne Day this year. The feedback was that a lot of parents couldn’t access it. The live stream worked but the school paid for it to be recorded so that parents could watch it at a later time, which didn’t seem to work. Veronica will follow up and

# PRESIDENT’S REPORT

The position of President is still available.

# COUNCIL REPORTS

Duncan Campus Coordinator Report – Jess Pochintesta:

* Food baskets for the year 12 common room. Thank you to Kayo for organising
* Sally would like to thank all of the parents who helped with the cooking for the year 12 breakfast. A lot of the parent helpers were parents of the current year 12’s. Veronica noted that we would really like for it to be the parents of year 11 students who provide the breakfast for the year 12’s.

Balmoral Campus Coordinator Report – Jess Pochintesta:

* Discussion of events coming up – covered in matters for discussion.

Advisory Council Representative Report – Julie-Anne Simmons

* Big thank you to the Friends of Frayne for the payment for the new playground.
* The Advisory Council is in the final stages for finalising plans for Stage 13.

Treasurer’s Report – Jasmine Collier

* There has been some expenditure on a few events: Highly Strung and Sung, Musical Review night, the Year 12 food baskets, Year 12 breakfast (still waiting on some receipts).
* There has been no recent expenditure on care packages.
* We have received a payment from the Entertainment books ($210).
* All payments have been finalised and banked for the parent event.
* $90000 will be going out of the account soon for the playground.

# MATTERS FOR DISCUSSION

**JS Interschool Athletics Carnival:** Coming up next Thursday. Josie is organising snack boxes and drinks for the 50 students who are competing. Coffee van ‘Ruby on Wheels’ will be there providing coffee.

**BC Your Move Day:** Friday 29th October. Friends of Frayne will be providing apples, donated by Coles EVP. Matija will help with collection of apples. Ideas for decorations other than balloons were discussed. Veronica has some coloured flags that we can use. The opening of the playground has been arranged for 9am on the same morning to allow for a good parent turnout. No coffee van is needed. Constable Care will be coming too.

**Fun Run:** Friday 5th November, Kindy Kids will run on the 4th. Andy has been researching fun alternatives for the fun run. The students have requested a Colour run but this has been ruled out due to health research. Andy is suggesting a slime run. You can just buy the slime and slime guns, and not have to run through the company. There is a cost associated. Jess will send the details of ingredients to Veronica to make a decision on health and safety. Andy will find out which charities students would like to support.

**Kindy Parent Information Eventing:** 10th November. Jess will check in with Sabrina. Friends of Frayne will provide tea and coffee, and maybe some pastries.

**End of year parent event:** Saturday 13th November. Instead of the Barefoot Bowls this year we have decided to doBackyard at the Balmoral. Kindy to year 12 parents. Nice and casual. Friends of Frayne to provide some platters.

**Year 6 Transition and Farewell:** The year 5 Class Coordinators are already making plans and will put out the call for helpers from year 5 families soon. Budget given from Friends of Frayne is $600 ($300 per class). It was suggested that rather than asking families to bring a plate, each family could contribute a small sum of money ($5/10) to contribute towards catering. The junior school budget does also contribute an amount to the night.

**World Teacher Day:** Friday 29th October. The Friends of Frayne will recognize the teaching staff. Jess suggested a little package with a teabag and biscuit with a thank you note.

# Next Meeting

Monday 8th November 2021 7.00pm at Balmoral Campus.

Motion to adjourn was made at 20.53 and was passed unanimously.