

# FRIENDS OF FRAYNE

## MEETING MINUTES



URSULA FRAYNE: HYBRID TEAMS/BALMORAL CAMPUS – WEDNESDAY 18<sup>TH</sup> OCTOBER 2023 – 7.00PM

### IN ATTENDANCE

Pauline Bourke, Joe Sciorilli, Mark Antulov, Sue Deering, Sarah Quin, Patricia Gabb, Aimee Hamer, Natalie O'Brien, Nikki Middleton, Jessica Bouwman, Cathy Armstrong, Sabrina D'Cruze, Geoff Mills, Rebecca McAdam, Nicola Iannantuoni, Nicole Beresford, Georgie Nash, Julie-Anne Simmons, Jer Sie Pui, Samantha Amson.

**APOLOGIES:** Maria Nicolosi, Sally Okoye, Christina Mandinici, Samantha Swain.

### APPROVAL OF MINUTES

The minutes were read from the previous meeting held on Wednesday 6<sup>th</sup> September 2023 and approved by:

**Moved** – Patricia Gabb

**Seconded** – Aimee Hamer

### PRINCIPAL'S REPORT

Made by **Geoff Mills**

**Welcome back:** Welcome back Nikki, it is good to have you back. The Friends of Frayne didn't miss a beat in your absence which is testament to a well organised group. Also welcome to new Principal, Mark Antulov and thank you for joining us tonight.

**40 km zone:** Main roads have advised that the 40 km/h school zone will be moved to include Berwick Street close to the school during the peak school pick up and drop off times.

**Recent Events:** Vinnies Tough Night Out (So well supported by students that we needed to cap participation at 200 students on campus. Over \$35000 was raised for Passages Youth Services. Thank you to Isaac Ramshaw who was the energy behind this project), Frayne Day at the end of term 3 (Thank you to Mary Mcgonigal for coordinating this event, but also thank you to all of the students, staff and parents for their involvement on the day)

**Thank you:** At this time of the year there are a lot of events to say 'Thank you', particularly to the older students. Yesterday there was a gathering of the Arts students where certificates were given out from the Catholic Performing Arts.

**Annual Catholic School's Breakfast:** Held at the beginning of the week. An opportunity for representatives from all Catholic schools to come together to acknowledge staff members who have served for significant periods of time. This year we acknowledged Paul Colombini who was recognised for 31 years of service.

**Graduation:** This is a busy time for graduation celebrations. It started with our Leader's dinner acknowledgment last week. Graduation mass will be held tomorrow and then the farewell assembly which will be recorded. On Friday morning there is a graduation breakfast, and then the graduation ceremony will be held at 7pm that evening. The leadership team for 2024 will be announced at the assembly. Exams will take place after the graduation celebrations. The Friends of Frayne have provided candles with the students names on them which have been blessed and placed in the chapel to be used in prayers for our school leavers and those undertaking exams. They will also be used during the graduation ceremony.

**Middle School:** The current year 7's are writing a letter to the new cohort of year 7's for 2024 to welcome them to the school and offer advice. The small group orientation will be held for students who are coming to Ursula Frayne from as an only student from their current school and for those who have been identified as being unsure about starting high school. There will then be the big group orientation for all of the new year 7's. The year 9's have their extended testing coming up. There will be a ceremony for the year 9's at the end of the year as they transition to Senior School and they will be placed into their new clusters. The Friends of Frayne usually give a small gift to celebrate (eg:timtams).

**Junior School:** Welcome back from long service leave Cathy Armstrong. Planning is underway for the Year 6 farewell liturgy.

**Preparatory School:** Your move day and Friends of Frayne fun run are coming up and planning is underway. The end of year celebrations this year will be a combined event for Prep and Junior school. Parents have been notified of the date and more details will be sent home shortly. We are getting ready to welcome the new Kindy families for 2024 with an information evening, followed by an orientation day. There will also be an orientation morning for current students to meet their new teachers for next year and newly enrolled students will also come along.

**Honour Boards:** The honour boards are coming along and after graduation we will be looking to get a quote to get the writing on the boards. At this stage it is looking to be well within budget.

## PRESIDENT'S REPORT

Made by **Nikki Middleton**

- There is only one more meeting for the year coming up on the 15<sup>th</sup> of November, followed by our Annual Community Meeting on the Duncan Campus on the 21<sup>st</sup> of November. We hope to see lots of members of the community there.
- **Thank you** to the whole team for their amazing work during term 3. Particular thanks to Pat and Aimee for chairing the meetings in my absence.
- **A busy year:** Friends of Frayne are supporting over 30 events across both campuses for 2023. 12 of those events were in term 3. Thanks to those on the council and to our wonderful parent volunteers who help to make these events happen.
- **Friends of Frayne Council for 2024:** Nominations will open shortly and will be open until just before the ACM. Role descriptions and nomination forms are available on the Friends of Frayne page on the college website. We know that Maria (Senior Sub-School Coordinator) and Sally (Duncan Auxilliary) will be leaving us this year as their children's Ursula Frayne journey has come to an end, and Sue will not be returning as Treasurer next year after completing two years of service. Nikki indicated that she intends to renominate for President next year.
- **Project updates:** No work has started as yet on the year 6 courtyard, or the prep school projects. Work will probably happen towards the end of the year.
- **Fundraising Levy:** We are due to review the fundraising levy on an annual basis. We will table a discussion on this for the next meeting.

### Duncan Campus Coordinator Report – Patricia Gabb:

- **Tough Night Out:** Well done to the college on a hugely successful event. Thanks to Isaac for his acknowledgement of the Friends of Frayne contributions to the evening.
- **Year 12 events:** The candles are in the chapel to be used during prayer sessions. Thanks to the College for their acknowledgement of the Friends of Frayne on social media. The Pizza lunch is organised for after the year 12 assembly tomorrow. Maria has dropped off the drinks and the Friends of Frayne will be paying for the pizzas which have been ordered by Adam Waddell. On Friday, there is the Thank you morning tea for staff. Maria will organise the storage of the food and set up the food. Alternative milk will be source from the staff room.
- **Transition gifts for the year 9 students:** Nat will organise a small gift with a note from the Friends of Frayne for the last day of school. Probably individually wrapped Tim Tams.
- **Celebration of excellence:** This year, the celebration of excellence will occur during the day with an assembly (One for middle school - 6<sup>th</sup> Dec and then a separate assembly for senior school – 1<sup>st</sup> Dec). Parents will be invited to join if they wish. It will be a chance to celebrate excellence across the whole school.

### Balmoral Campus Coordinator Report – Aimee Hamer:

- **Frayne Day:** Thank you to the College for Frayne Day. A fantastic day of celebration for the whole college community.
- **Your Move Day:** Aimee has been working with Julia Horgan (Assistant Head of Preparatory School) who is coordinating this event. Coles East Victoria Park have kindly donated 600 pieces of fruit. Constable Care will be attending.
- **Fun Run:** Discussion in Matters for Discussion.
- **Kindy Parent Information Evening and Orientation:** Friends of Frayne will be providing refreshments and some parent helpers.
- **Year 2 Celebration:** Friends of Frayne will organise decorated cookies for the students.
- **World Teacher Day:** Nicola is organising a treat for the teachers.

### Advisory Council Representative Report – Rebecca McAdam

- The Council was presented with a preliminary budget for 2024. Discussions were held over percentage increases in fees, which is still a work in progress. The ways that schools are funded is evolving which is making it difficult to set budgets.
- The next meeting will be held next week.

### Treasurer's Report – Sue Deering

- **Budget:** We are not expecting much more income for the year. There will be some more expenditure as we wrap up the year. We are unlikely to spend the allocated budget for Small Grants for this year so there will be some funds left over. We have committed money to some large projects that have not commenced yet.
- **Audit:** The 2016 to 2020 report has been received and will be tabled at the next meeting.

## MATTERS ARISING FROM PREVIOUS MEETING

**Small Grants:** No new applications have been received to date, however Geoff did make mention that a grant request may come in soon to fund Snap Frames to be used throughout the college to display posters to get messages across to students. This came about due to a discussion on vaping. Geoff suggested that a good time to promote the Small Grants program with teachers is towards the end of they year when teachers are planning for the next year. Another presentation to staff may be needed, perhaps in the last week for staff when the students have finished.

**Central Data Storage:** The Teams storage channel that was set up by Andy Dalton earlier in the year has not been used as yet as people were unsure how to access it. Heather can email Jess Bouwman a list of people who need access and she will send invites and help with setting up the structure.

## MATTERS FOR DISCUSSION

**Streamlining Teacher Appreciation Gifts:** A discussion was had on whether the process of giving to staff members across the many appreciation days (World Principal's Day, World Teacher's Day and Support Staff Appreciation Day) celebrated throughout the school year could be more streamlined. A reminder was given that large gifts given to teachers become part of their income due to rule changes and can make things tricky for the teachers. It can also become awkward when some teachers are receiving huge gifts and others (support staff etc. are missing out). It is important to remember all staff. Teachers appreciate a small, homemade gift or card. Class coordinators are to consider being mindful of the amount they collect and that giving to a class collection is not compulsory.

## OTHER MATTERS

**Balmoral Campus Fun Run:** Aimee, Nicola and Christina met with Sabrina and Cathy earlier this week to begin planning. This year we would like to try a Slime run. It works out to be more economical than the coloured water. It comes as a powder that is added to water which is mixed to make the slime. It is non-sticking, non-staining, wipes of skin and washes out of clothes in a regular cycle. It is non-toxic, biodegradable, non-scented and gluten free. Children who do not wish to be slimed can opt to wear a coloured vest so that they can be identified, but still participate in the run.

**Instagram:** Permission was sought and granted to set up a Friends of Frayne Instagram account. Lauren Scott can help with setting it up. It will be the same posts that go to Facebook shared across both platforms. Sabrina reminded us to be mindful of posting images of students as there are a few families who do not wish to have their children shared on social media.

## NEXT MEETING

Wednesday 15<sup>th</sup> November 2023 7.00pm at Duncan Campus.

Motion to adjourn was made at 20.21 and was passed unanimously.