

FRIENDS OF FRAYNE

MEETING MINUTES



URSULA FRAYNE: HYBRID TEAMS/DUNCAN CAMPUS – WEDNESDAY 15TH NOVEMBER 2023 – 7.00PM

IN ATTENDANCE

Patricia Gabb, Nikki Middleton, Samantha Swain, Nicola Iannantuoni, Geoff Mills, Aimee Hamer, Rebecca McAdam, Sue Deering, Heather Fraser, Cathy Armstrong

APOLOGIES: Maria Nicolosi, Sally Okoye, Christina Mandinici, Nicole Beresford, Jer Sie Pui, Josie D’Aqui, Natalie O’Brien, Jessica Bouwman, Joe Sciorilli, Pauline Bourke and Sabrina D’Cruze.

APPROVAL OF MINUTES

The minutes were read from the previous meeting held on Wednesday 18th October 2023 and approved by:

Moved – Samantha Swain

Seconded – Rebecca McAdam

PRINCIPAL’S REPORT

Made by **Geoff Mills**

End of the School Year: The school year is winding up. The year 12’s have finished and year 10’s and 11’s are finishing exams. Reports are being written on both campuses and the end of year celebrations are being prepared.

Thank you: A heartfelt thank you to the Friends of Frayne for all of their contributions throughout the year. Thank you for welcoming new Principal, Mark Antulov to our previous meeting.

PRESIDENT’S REPORT

Made by **Nikki Middleton**

- Annual College Community Meeting (ACCM): will be held next Tuesday evening at 7.30pm on the Duncan Campus. All College community members are welcome to attend.
- Nominations are due this Friday for all vacant roles for next year. We are currently still looking for nominations for Middle Sub School Coordinator, Secretary and Treasurer. Class Coordinator nominations should start coming in after parents find out which classes their children will be in next year, after the Balmoral Campus orientation next Thursday.
- Thank you, especially to Aimee, who has been very busy since the last meeting with the various events on the Balmoral Campus and organising the colour run.
- Early next year there will be a need to set up the Teams channel with the email addresses for the current Friends of Frayne council members. Nikki will speak with Jess Bouwman about setting this up.

- Friends of Frayne Instagram page has been set up. Thank you to Lauren Scott for her assistance in setting this up and linking it with the Facebook page. The same content will be posted on Facebook and Instagram, we are just hoping to reach a wider audience within the school community.

COUNCIL REPORTS

Duncan Campus Coordinator Report – Patricia Gabb:

- **Year 9 transition gifts:** Thank you to Nat O’Brien who is currently organising a small gift for the year 9 students from the Friends of Frayne as they transition to the Senior School.
- **Middle School cluster celebration:** 450 icy poles have been organised for the Middle School students for the cluster celebration on the 8th of December.
- **Slime run:** Pat has been talking to Aimee regarding organising slime for a colour run for the Middle School students on the last day. She will relay this information to Pauline Bourke.

Balmoral Campus Coordinator Report – Aimee Hamer:

- **Kindy Information Evening:** A very successful evening. We even received a Class Coordinator nomination from a new family. Friends of Frayne provided refreshments.
- **Slime Run:** This was held last week. The Kindy kids ran on Thursday, which was a good opportunity to practice set up. Lots of positive feedback has been received. It was a long day in the sun for our volunteers. The donations are in the office. This will be deposited into the school bank account and allocated to Friends of Frayne to pay to the chosen charities.
- **Kindy Orientation Sessions:** These will be held next week. The current Kindy Class Coordinators will be helping out at these sessions.
- **Year 2 Celebration:** Nicola is organising the cookies for the Year 2, end of Preparatory School celebration. There will be GF options available. Parent, Matija Ng Cheong Tin will be providing the cookies.
- **Year 6 Celebrations:** Friends of Frayne are helping to support the Year 5 Class Coordinators who will be organising the evening. The old canteen cannot be used for food storage or preparation. The kitchen in the hive can be used to heat food and the fridge in the staffroom can also be used for food storage.

Feedback from the staff on the slime run: Cathy gathered some feedback from staff and students after last week’s slime run. While students reported that the actual event was a lot of fun, a lot of students said that they found the slime too sticky and hard to clean up. It was difficult for the students who went earlier in the day who couldn’t wash it off straight away. Cathy will provide the rest of the feedback to Aimee in an email. Many students reported that they preferred the previous year’s colour runs.

Advisory Council Representative Report – Rebecca McAdam

- Meeting was held last night. There will be more to report at next week’s ACCM. Richard will give a report and Jody will report on the financials as the Treasurer will be absent.

Treasurer’s Report – Sue Deering

- **Small Grants:** Sue has sent a list of all of the approved Small Grants through to Jody as some of the costs have not come through to the Friends of Frayne yet. Jody will get back to Sue soon, then Sue will be able to report back on how much we have spent on Small Grants to date.
- **Larger projects:** While we have allocated money to approved projects (Year 6 courtyard, cubby house and honor boards) this year, some of these projects are still waiting on final quotes and approvals so the money may actually be spent in the next calendar year.

MATTERS ARISING FROM PREVIOUS MEETING

Small Grant Applications:

1. The purchase of snap frames for displaying signs on both campuses (\$1000). This came about due to a vaping problem in the high school. There is a need for education and messaging around the dangers of vaping. The snap frames could hold relevant messages on both campuses and will be placed strategically around the school. Approved unanimously.
2. Year 10 Integrated Studies: \$650 for a session for Year 10 students to receive a presentation from VisAbility with therapy dogs during the Year 10 final week to promote engaging with dogs for stress relief. It would be a good way to strengthen the connection with our neighbours at VisAbility and foster relationships. To be held at Duncan Reserve. It was intended that students would make and sell dog treats to fundraise towards this initiative, however timing was against them. This is something that may be looked at in the future. Approved unanimously.

2016 – 2020 Audit Report:

- The Audit Report was presented for the years 2016 – 2020. We still have 2021 – 2022 to complete, which is now not such a daunting task, as there is a previous report to refer back to. From 2023, the Audit will be done as part of the school's auditing process.
- These audits were generously conducted voluntarily by a Frayne parent who works for the Auditor General's office. We are very grateful for this contribution and will find a way to acknowledge and thank her for her generous time commitment.
- Thank you to Sue for the significant amount of time and effort that she has put in to getting the audit review to this point.

MATTERS FOR DISCUSSION

2024 Fundraising Levy Review: According to the Terms of Reference there is a need to review the fundraising levy yearly. Currently, the levy is set at \$50 per family per year, which has not changed since the Levy was introduced. It was acknowledged that the current cost of living pressures are affecting families and there will be a predicted school fee percentage increase for 2024. We also currently still have money left in the budget for future projects. After a discussion, all present were in agreement that no change needs to be made and the fundraising levy for 2024 will remain at \$50 per family.

Thank you to Sue and Rebecca for doing some research, via contact with CSPWA into what other schools do, regarding levies. Some schools charge more, but then will hold some events during the year for free. Some schools charge up to \$100.

Purchasing difficulties: We have experiencing some difficulties when making purchases for events when trying to buy from Woolworths. Recently we needed to purchase 550 Zooper Doopers for an event. They were half price at Woolworth, but we couldn't purchase from there as they would not accept the purchase order book, so had to purchase from Coles at full price. Sue will flag the need for a Woolworths card, the next time she catches up with Jody. A meeting with Jody to discuss any difficulties experienced during the year is probably needed, given this is the first year (6 months) of the new purchasing process.

Coles Card: This is currently missing. A new card has been ordered.

OTHER MATTERS

Shade Cloth over the Ninja Playground: The school has had some quotes for shade cloth over the Ninja Playground. This might be something that can be discussed in future meetings as we look at future projects for funding.

NEXT MEETING

Annual College Community Meeting: Tuesday 21st November 2023 7.30pm at Duncan Campus.

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