****FRIENDS OF FRAYNE

 MEETING MINUTES

**URSULA FRAYNE: Duncan Street CAMPUS – Tuesday 16th February 2021– 7.00PM**

# In Attendance

Sally Okoye, Jess Pochintesta, Jasmine Collier, Heather Fraser, Matija Ng Cheong Tin, Nikki Middleton, Julie-Anne Simmons, Josephine Daqui, Kayo Adams, Aileen Emery, Geoff Mills, Veronica Parker, Pauline Bourke, Andy Dalton, Chelsea Dale, Carla Ramsland, Samantha Butler, Melissa Feilding

***APOLOGIES:*** *Samantha Swain, Vanessa Ormonde-Barker*

# Approval of Minutes

The minutes were read from the previous meeting held on Monday 2nd November 2020 and approved by:

**Moved** – Julie-Anne Simmons

**Seconded** – Nikki Middleton

# MINUTES ARISING FROM PREVIOUS MEETING

**Topic:** A decision was made to carry over any previous matters for discussion to the next meeting as the focus for this meeting needed to be on the upcoming events.

# Principal’s Report

Made by Geoff Mills.

**Updates:**

1. Introduction of new staff for 2021.
2. Review of the Year 12 results for 2020. Very pleased with the overall results for the Year 12’s for 2020 with a 99% graduation rate. Once again the Students from the College who performed the requirements for the Western Australian Certificate of Secondary Education (WACE) performed extremely well, resulting in a ranking of 41 out of 191 schools in Western Australia. Students who undertook a VET subject also performed extremely well with 20 students receiving a Cert IV, 38 receiving a Cert III and 22 receiving a Cert II.
3. Run through of the Annual School Improvement Plan. The main areas of focus were
	1. Evangelisation – a focus on Christian Service Learning
	2. The importance of fostering stillness and quiet
	3. Review of the College Pastoral Care Policy
	4. Sustainability – Having conversations with students and giving them a voice. Linking with Curtin University.

**For Noting:**

1. The Principal’s Review process has been completed and Geoff’s contract has been renewed for 4 more years. Geoff thanked the Friends of Frayne for their contribution.
2. We are now back to Phase 4 COVID restrictions.
3. The College is due for its School Registration Audit and Licence Renewal.
4. The College will be conducting a School Climate Survey in which parent feedback will be sought.
5. The College has been approved for 13a and 13b in the Capital Development plan which will focus on improvements on the Duncan Street campus.

# PRESIDENT’S REPORT

The role of President is still vacant. If anyone knows of a person who would be perfect for the role or who has expressed interest in the role, please ask them to get in touch to find out more information.

# COUNCIL REPORTS

**Board Representative Report Julie-Anne Simmons:**

* As mentioned by Geoff earlier, Julie-Anne informed that the Principal’s Review process has been completed and Geoff’s contract has been renewed for another 4 years. Congratulations to Geoff.

**Treasurer’s Report Jasmine Collier:**

* Finalising Last year’s report, the Friends of Frayne made contributions to the Year 2 graduation celebration by providing cupcakes, and made a contribution to the Year 6 celebration evening.
* To begin this year there will be the $70000 contribution from the Friends of Frayne to go out of the account for the playground upgrade on the Balmoral Campus. Vanessa will also be taking the credit card soon to do a restock for the Care Packages.

**Balmoral Campus Coordinator’s Report Jess Pochintesta:**

* Kindy Playdate: For the first time a Kindy Playdate was held on campus at the Kindy playground the week before school started to allow the new Kindy students and parents a chance to meet before the school year commenced. There were three 45 minute sessions, one per class group. There was a fantastic response with 69 out of 90 families attending. The Friends of Frayne provided bottled water and bubbles. Students were able to bring their own bikes or scooters to use on the bike track. Lots of positive feedback was received.
* Monday morning coffee vans: Friends of Frayne will be organising a coffee van first thing in the morning on Monday mornings on the Balmoral campus at Fraser Park (corner of Balmoral and Fraser Park road). Lee will cone off an area for the coffee van to set up. Starting next Monday (22nd February) then an assessment will be made as to how often.
* Movie Night:The Friends of Frayne Movie Night will once again be held on the Balmoral Campus this year on Friday the 12th of March. Movie chosen is “Spies in Disguise” as it should appeal to multiple age groups. There was discussion over the possibility of bringing in a company to run pre-show activities, or whether we run the activities ourselves. It was discussed that the entry price may need to increase if outside entertainment is to be brought in. Whilst this is predominantly a community event we do try to break even. There was a unanimous decision to raise the entry price to $15 or $20 per family. It was mentioned that this is great value for a full night of entertainment for a family. Duncan Street students will be requested through Sarah Quinn to help run the activities. Four food trucks have been booked (Pizza, coffee truck, Ice cream and a Greek food truck). It was decided not to run the bouncy castle this year. Jess will liaise with Andy Dalton regarding access to power for the food trucks and activities. We will also bring the start time forward to 5.30 to allow more time for people to order food and enjoy the activities. Due to COVID restrictions and capacity issues, only immediate family will be able to attend.

**Duncan Campus Coordinator’s Report Sally Okoye:**

* Sam spoke on the Year 7 Welcome and Information Evening which is due to be held on the 25th of February. Once again the Friends of Frayne will be providing refreshments after the Year 7 information evening to allow the parents to socialize and meet new families. The Liquor license has been approved and Jasmine is the approved manager. Some volunteers will be needed from 6.30pm to greet and set up. Drinks will be served from 8pm. Aileen will be shopping for supplies soon. Sally and Aileen will check the cupboards for cups etc. No student helpers due to alcohol being served.

# agenda items

**Goals and Objectives for 2021:**

1. Find a President for the Friends of Frayne.
2. Set up a sub-comittee with a focus on sustainability and greening our campuses. A Newsletter article and Facebook post will go out asking for parents with an interest in this area to come forward. Last year the Year 9 Climate Clever students presented their ideas for ways that the school could improve in this area. Sally will email the suggestions received from the students. The students are really driven in this area and this is a great opportunity for the students, parents and wider community to come together.
3. Development of a Friends of Frayne Cluster Championship: Points could be given out at cluster days and sporting events. Accumulated points at the end of the year leading to a cluster party and/or trophy at the end of the year for the winning cluster. Veronica suggested that perhaps this could work on the Balmoral Campus too. Pauline suggested involving the student leaders in this too.

**Review of the Friends of Frayne Charter:** The Friends of Frayne Charter hasn’t been reviewed for a few years. The role descriptions probably need looking at. There is currently nothing in the charter that dictates what to do if no-one volunteers to be President. Some of the wording needs changing with the change of name of the College Board to the College Advisory Council.

**Review of meeting dates for 2021:** According to the Friends of Frayne Charter there are to be no more than two Friends of Frayne meetings each term, however we currently have three meetings allocated each term in the College calendar. A review of meeting dates will occur and the change in dates will be published in the newsletter and on the College website.

# Next Meeting

 Thursday 4th March at 7.00pm at Balmoral Campus.

Motion to adjourn was made at 8.11pm and was passed unanimously.