



# St Francis Catholic College

## FRIENDS OF FRANCIS

Monday 17th June 2024 at 6:00pm

MY Block (Room MG07)

<b>Chairpersons:</b> Matthew McMahon (& Melissa Vella)  Kate Acosta	<b>Meeting Notes:</b> Melissa Vella
<b>Present:</b> (From sign-in sheets)  Kate Acosta, Monika Prasad, Sherelle Valpiani, Kiri Frew, Michelle Coe, Belinda Mangos, Casey Borg, Vanessa Sciuto, Antonija Barisic, Elise Mitrovic, Chantal Peiris, Maria Spiros, Christina Han, Rinnai Sillato, Jesica Arundell, Hannah Ma'asi, Patrizia De Lellis, Magdalena Cogiell-Gandera	<b>Apologies:</b>  Joelene Dalli

Previous Meeting Actions to be followed up		
AGENDA ITEM:	MEETING NOTES:	ACTION:
N/A		

New Meeting Items & Discussion Notes		
AGENDA ITEM:	MEETING NOTES:	ACTION:
• Acknowledgment of Country	MCMM (Matthew McMahon)	
• Prayer	MCMM	
• Housekeeping	MCMM	
• Open Meeting <ul style="list-style-type: none"><li>○ Introductions - around the room</li><li>○ Apologies</li></ul>	• Future Meetings will see minutes from previous meetings shared	
• "Parent & Friends Association"	• CEO currently looking at the structure of P&Fs across the Diocese.	

<ul style="list-style-type: none"> <li>• <b>Update across Catholic Education Office Wollongong</b></li> </ul>	<ul style="list-style-type: none"> <li>• As a K-12 College, we started with a 'different' approach.</li> <li>• Last year we held a parent forum. One focus was to obtain feedback relating to parent engagement.</li> <li>• SFCC lighthouse for this model 'Friends of Francis'.</li> <li>• 2024 Draft Constitution year.</li> <li>• Kate Acosta is our newly appointed Friends of Francis facilitator. Thanks to Kate for volunteering. Moving forward Kate will run the Friends of Francis meetings.</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Group Operating Norms</b></li> </ul>	<ul style="list-style-type: none"> <li>• MCMM went through slides with possible Group norms: <ol style="list-style-type: none"> <li>1. Be present &amp; active listeners</li> <li>2. Stay on topic &amp; be solutions-focused</li> <li>3. Value the contributions of all present</li> <li>4. Remember that issues/complaints are to be referred to/through appropriate College channels</li> </ol> </li> <li>• MCMM asked for any added suggestions - but none were given. Norms were accepted</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Facilitator update</b></li> </ul>	<ul style="list-style-type: none"> <li>• Mrs Kate Acosta (Friends of Francis Facilitator)</li> <li>• Ms Antonija Barisic (Friends of Francis Fundraising Facilitator)</li> <li>• Mrs Maria Spiros (Friends of Francis Social / Community Facilitator)</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Friends of Francis Draft Constitution</b></li> </ul>	<ul style="list-style-type: none"> <li>• The constitution is currently being finalised - with advice from CEO and Finance</li> <li>• The constitution will also be shared with facilitators for feedback (in the coming weeks)</li> <li>• MCMM went through key points from the Draft Constitution.</li> <li>• Friends of Francis Constitution will be shared once it is finalised.</li> </ul>	

<ul style="list-style-type: none"> <li>Principal's report</li> </ul> <p>1. Tell Them From Me Data - parent/carer, students, staff</p> <p>2. New buildings</p> <ul style="list-style-type: none"> <li>update</li> <li>photographs</li> <li>upcoming changes to processes</li> <li>future event 'Opening of new buildings'</li> <li>Official Opening on November</li> <li>Q &amp; A</li> </ul> <p>3. Additional Upcoming College Events</p> <ul style="list-style-type: none"> <li>* Two Extraordinary Student-Free Days</li> <li>* Grandparents Day</li> <li>* Feast Day</li> <li>* Book Week Parade</li> </ul>	<p><b>1. Tell Them From Me Data - parent/carer, students, staff:</b></p> <ul style="list-style-type: none"> <li>-varying responses e.g. 15 parents/carers, not enough homework, 20 parents there is too much homework.</li> <li>-Improvement in all areas across TTFM, with only two sections where we stayed the same.</li> <li>-lots of varying responses between K-4, 5-8, 9-12.</li> <li>-least amount of input from our Years 9-12 parents/carers.</li> <li>-65% of our parent community opened the last newsletter. Doesn't mean it's been read, but it has been opened. How are we getting our communication across? Can this be improved? How?</li> <li>-Preliminary TTFM data in and we are now in the process of analysing this data.</li> <li>-Great NAPLAN results in 2024.</li> </ul> <p><b>2. Building Update:</b></p> <ul style="list-style-type: none"> <li>-2 additional student free days - to pack - Administration/JY Years Block/Library/Canteen</li> <li>-Break out rooms in the K-4 Building</li> <li>-Teachers were very excited to see the rooms for the first time last week.</li> <li>-MCMC showed photos taken at the recent tour.</li> <li>-New College address: 40 Guillemont Road</li> <li>-Three to four week period where kiss n drop will remain where it currently is.</li> </ul> <p><b>3. Upcoming Events:</b></p> <ul style="list-style-type: none"> <li>-Looking to stagger our events over the first half of the term in line with the release of the new buildings.</li> <li>-Potential tours of the JY Building in the second week of term after school.</li> <li>-Book Week during the school day e.g. Open Classrooms</li> </ul>	
<ul style="list-style-type: none"> <li>FoF Financial Report</li> </ul>	<ul style="list-style-type: none"> <li>Community Project Levy (CDF) \$489,485.61 - April 2024</li> <li>Family College Partnerships (CBA) \$2456.27</li> <li>8 Carer's Packs in storage for distribution (when required)</li> </ul> <p>Resources to be purchased shortly for Playground equipment and extra student and learning needs (eg. Library books) following recent builds at the College</p>	
<ul style="list-style-type: none"> <li>Social/Community</li> <li>Ideas/conversation</li> </ul>	<ul style="list-style-type: none"> <li>For future meetings to discuss ideas for community social events</li> <li>SUGGESTIONS from the group: <ul style="list-style-type: none"> <li>Movie Night/Trivia Night/coffee mornings - things that bring the community together</li> <li>Grade-based events to get to know parents/carers from the same grade as our own children - could be</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>stage-based</li> <li>Where there are no students involved it would not require staff supervision</li> <li>Christmas Carols Night</li> <li>Graze of the ground - Break 2 - lunch together on the lawn - last period activity inside the classroom - run by parents/carers</li> <li>New mums: preparing meals for family. Start with little things</li> <li>We can survey parents/carers to get ideas</li> <li>Events in the evening where parents/carers can attend - allow family to come together - a lot of families work full time.</li> <li>Events that are less formal.</li> <li>Could be events that suit particular age groups</li> </ul> <p>Decision - to survey the community on options moving forward</p>	
<ul style="list-style-type: none"> <li><b>Fundraising</b></li> <li>Fundraising priorities <ul style="list-style-type: none"> <li>Request/s for financial support</li> <li>College needs</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>For future meetings to discuss ideas for community social events</li> <li>Sporting equipment - have been told there is a limited budget - resourcing sports e.g. high jump mats/soccer posts/hula hoops</li> <li>Comment made regarding home readers (is there enough physical readers)</li> </ul>	
<ul style="list-style-type: none"> <li><b>Advisory Council Update</b></li> </ul>	<ul style="list-style-type: none"> <li>This is where policies would be revised</li> <li>The Diocese says all policies should be reviewed approx 2-3 years</li> </ul>	
<ul style="list-style-type: none"> <li><b>Educative Component</b> - future meeting topics / forums / events</li> </ul>	<ul style="list-style-type: none"> <li>SUGGESTIONS from the group: <ul style="list-style-type: none"> <li>Positive Mindset (students to not worry about what others think)</li> <li>Digital -v- Non-Digital (greater understanding)</li> <li>Vaping</li> <li>On-line safety</li> <li>Special needs (it's okay to be different) - younger years - this is for the students - could be for parents/carers as well to raise awareness</li> <li>AI</li> <li>Cyber-safety (for students and for parents/carers)</li> <li>Conflict resolution (how to help parents help their child to resolve conflict)</li> </ul> </li> </ul>	

<ul style="list-style-type: none"> <li>• <b>Answers from the Principal</b> (FYI - In the future questions are to be submitted prior to the meeting to the Principal)</li> </ul>	<ul style="list-style-type: none"> <li>• For future meetings, this would be where questions would be addressed (questions sent in before meetings)</li> <li>• TTFM - last year 50-50 results about Zoom versus in-person interviews. Could there be an option moving forward to do one in person and one via Zoom? Could there be an option to run both ways? This is targeted more for K-4. MCMM: This year far less commentary on this question</li> <li>• Can parents be notified about Touchstone awards and not just Bronze/Silver/Gold awards?</li> <li>• MY/SY assembly parents not invited - parents not notified about awards</li> <li>• Newsletter - whole school - is it able to be read in different languages - MCMM to check with the provider</li> <li>• Parents letting students out at roundabouts - not safe - need to keep it prominent with parents - lobby to the council - a reminder to parents in the newsletter - staff presence. VELM/MCMM: often written about in the College newsletter and via Compass alerts. Staff presence occurs randomly.</li> <li>• When will these meetings occur? MCMM: generally Week 6 -7 of each term</li> </ul>	
<ul style="list-style-type: none"> <li>• General Business</li> </ul>		

**Meeting Close:** 7:30 pm

**Next Meeting:** Venue: College Library (TBC)

Date:

Monday 26th August 2024

Time: 6 pm