

THOMASTOWN WEST KINDERGARTEN (INC)
MINUTES OF ANNUAL GENERAL

MEETING DATE: Wednesday 25th November 2020 VIA ZOOM

MEETING OPENED: 7.33 pm

MEMBERS PRESENT:, Carla DeSousa, Carmie Ranoa, Sue Sopic, Maureen, Sandrine, Beta, Yolanda, Helen, Rebecca, Kasey, Fatema, Chiara, Zhiyan, Thien An, Anam, Effie, Mehreen, Trang, sandeep

APOLOGIES: Mary

OPENING AND WELCOME: Carla welcomed all new and current families to the AGM and information night. Gave acknowledgment of country. Advised the order of events for the evening

EACH STAFF MEMBER AND COMMITTEE MEMBER TO INTRODUCE THEIR ROLE: Staff and Committee of Management were introduced.

MINUTES FROM PREVIOUS MEETING/ BUSINESS ARISING FROM PREVIOUS AGM:

Presented by Yolanda Grillo – Secretary Committee

Accepted by Rebecca

Seconded by Helen

FINANCIAL REPORT:

Presented by Sue Sopic:

- Advised what the Kindergarten's revenue were for the financial year.
- Our income in 2019/2020 was \$343,498.26 & expenditure was \$271,933.36. Our committee of management for 2020 has reviewed the financials and signed off with the above figures as being correct.
- The kinder's books were audited by All About Business.
- Sue advised that the kindergarten will continue to use MYOB for our invoicing as it has been well received by families in previous years. It allows a variety of payment options such as BPAY, Post Bpay, & Direct deposit.
- Our fees for 2021 are \$310 per term for the 3 yr old program. The 4 year old program is free for all families due to extra funding from the Government
- Departmental funding continues to exist for those families in receipt of a current concession card for the 4yo program only.
- Copies of the financials are available after the meeting.

DIRECTOR'S & TEACHER'S REPORT:

Presented by Carla/ Carmie

- Carla thanked parents for attending.

- TWK use the frameworks and national standards when planning the program.
- Inform parents of Exceeding in the last QAS review.
- Described how important it is to play with children and what they can learn from simple activities at home and kinder.
- TWK uses play based programs but there is also lots of opportunities for intention teaching. Team work, turn taking social skills with peers. Exploring emotions fine and gross motor skills
- Story park app is used as the way for families and staff to communicate together. It also gives the opportunity for staff and parents to share goals. Also able to see photos and reports about what the children are achieving. This is the main way the kinder communicates messages to the families
- Yoga, dance, song and relaxation. Do circle time and work on projects together
- Indoor/ outdoor play for physical skills, imagination, new discoveries and sensory play. Opportunities with all different weather.
- They have a rabbit for children to show responsibility with pets.
- Special events such as birthday dress up day occurs and normally have mother's day father's day VIP and grandparents
- Advised the parents of all the Grants achieved this year such as free 4 year old kinder cleaning for kinder, Auslan Resources and the Auslan teacher
- Showed the parents a video of the virtual tour of the kinder as they cannot attend due to covid. This video is also available on the kinder website

COMMITTEE OF MANAGEMENT REPORT:

Presented by Yolanda Grillo:

- State the role of the committee members within the kinder
- The benefits of being a parent and committee member
- New Parents welcomed to the Kindergarten Community.
- The committee role is to oversee the general running of the Kinder. Help the staff with the general organisation of the kinder. Also make decisions in consolidation with the staff where the money will be spent.
- The fundraising efforts of the committee members were acknowledged however due to covid there was not a lot of fundraising that occurred this year
- As part of the committee and staff we have used some of the funds to purchase new outdoor play equipment and new ipads.

CALLING FOR NEW COMMITTEE MEMBERS:

Presented by Yolanda and Carla:

- Introduced the role of the committee
- Discussed the community aspect and just the small things or big things that being part of the committee you can do
- Called for expression of interest to nominate themselves for committee positions on the zoom poll
- Carla encouraged all parents to join the committee and cited the efforts of the Committee as parents of children currently attending the centre.

- Hand over meeting will be in February 2021

QUESTION TIME:

- Carla/ Carmie to address the questions
- A question was raise as to when is best time to contact the kinder for questions?

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NEW BUSINESS – Fees Payment and Submission of Enrolment:

- N/A due to covid and the meeting taking place online

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DATE FOR NEXT MEETING: Handover: will be in February 2021 and will be notified at a later date to comply with covid safe standards

MEETING CLOSED: 8.00pm