



Committee of Management –
MEETING MINUTES

Held Tuesday 16th June 2020 – 7.00pm

Attendees:	Director: Janice Semple President: Geoff Kaandorp Kinder Consultative: Kelly Chandler Carey Dewerson Jess O'Brien Anna Cramer Kirsten McGregor	Treasurer: Rebecca Gill Alastair Doherty Kirsten McGregor Neil Savage Chris Jones Jarrod Pohl Peter Zulic
Apologies:	Alastair Doherty Naomi Jones	

Minutes confirmed from May by Rebecca Gill

Geoff – President's Report

- Welcome to everyone and new members

COVID-19 update

- The Centre is currently in a bit of a holding pattern.
- Jobkeeper will end for childcare centres on the 20th July – this will mean return to business as usual.
- Geoff updated new members on the position the centre was in a few months ago and subsequent provisions put in place to support LDCs and Kinders by the government.
- Families due to go back to the old CCS model of funding on the 12th July.
- A letter will be sent to families updating them on the changes and advising them of the centres continued position on health and hygiene practices.

Rebecca – Treasurer's Report

- Peter raised concerns about the ending of Jobkeeper in September. Will families suddenly start leaving as general unemployment rises? Rebecca stated that the government will be providing a 'transition payment' until the end of September that will offer a 25% increase in the CCS payment the centre currently receives on the old model. This will be used as a 'buffer' if we see families leave the centre in September once the Jobkeeper payments end. We also have the PAYG tax return coming in, which will provide a further cushion.
- We need to be mindful also that if we get a case here we will have to close the centre for a few days. The staff will be paid during this time, but we can't charge fees.
- The budget would ordinarily be finalised at this time of year and we would have decided on a fee increase. The government has stated that in order to qualify for Jobkeeper we can't increase fees. We also don't know whether Fair Work will stipulate a pay rise at present. Can the centre afford to increase wages with no increase in fees? Part of the strategic plan was to increase staff wages, this is unlikely at the moment.
- The auditors are due in soon.
- We are currently tracking \$30,000 ahead on budget, but this is to do with the timing of the Jobkeeper payment.

- Peter remarked that if we may lose enrolments we need to advertise and ensure we pick up families where we can. Push for ensuring the community knows we are outstanding in all areas! Banner? On the letterhead?

Janice – Director’s Report

- Looking at changing the Kinder timings for next year. The enrolments for 4 year old are low. The thinking is to move Yellow group to Monday and Wednesday. 3 year old Orange will move to Friday. The staff feel that people don’t like 4 year old on a Friday – as Yellow struggled to be completely filled this year.
- Anna pointed out that more people might like the idea of sessional Kinder if they knew we offered before care. Will advertise this on the offer letter.
- The QIP is finished and will be sent to families.
- We received a \$2000 grant from Hobsons Bay Council to spend on a wellbeing project. \$1000 will be spent on engaging a psychologist to talk to staff about children’s mental health.
- Toyota grant still being worked on. Intention is to spend on a tepee for Kinder that can be used as a quiet space.
- OHS requires a fire drill 4 times a year – we do it every month. We do different types – eg shelter in place to practise.
- The council have installed new carpet in the staff room.
- There is now funding provided for School Readiness Programs – we won’t receive a great deal, as it’s done by parents’ professions. What we receive we can spend on allied health presentations to parents.
- There will be a fun week from the 13th July to welcome all the families back.

Kinder Update - Janice

- Kinder vacancies:
Green – 0
Yellow – 1
3-year old kinder – 4

	On the waitlist at present	Acquired spots in May/June	Applications so far 2019	Vacancies
Joey	49	2		0
Possum	20	1		0
Koala	22	0		0
Kookaburra	15	0		0
Purple	38	0		2
Total	144	3	31	2

Correspondence In

- 4th March 2020 Minutes from 3 year old working group session
- 6th March Email from Tienne Smith Early Years Consultative Meeting Minutes
- 17th March Email from Tienne Smith Canceling Early Years Consultative Meeting – Thursday 23rd April 2020
- 16th April Early Years Consultative Committee Meeting Minutes

- 04/05/2020 Letter from the HON Daniel Andrews MP
- 05/05/2020 Letter from the Hon James Merlino MP Deputy Premier and Minister for Education
- 12/05/2020 Letter from Department of Education and Training (email 12/05/2020)

Correspondence Out:

- May / June Newsletter 2020

Meeting closed: 8.15pm
Next Meeting: Tuesday 21st July 2020 7pm.

