



The Range Children's Centre April Committee meeting minutes

Date: Tuesday 26th April 2022
Time: 7pm onwards
Location: The Range Children's Centre / Zoom

Present: Janice Sample, Aislinn Gutherie-Jones, Adrian Truan, Christopher Jones, Kirsten McGregor, Lauren Hill, Matt Parkes, Naomi Jones, Rebecca Corfield, Simone Zulic

Apologies: Daniel Vlahovic, Alastair Doherty, Nicole Caruana

Update – President (Aislinn Gutherie-Jones)

- Welcome: Acknowledgement to Country
- Confirmation of Pervious (March Minutes)
- COVID-19 Update – case numbers decreasing, families informed of cases per room. Rapid antigen tests available in the centre for staff and parents on request. Masks no longer required for parents in the centre.
- Garden Update – 80% complete. Funding has been released for final stage. Trampoline installed in kinder garden. Issues of concern were raised with the fumes and smell coming from the product used in completion of the garden work. Kindergarten room was vacated until fumes had dissipated.

Update/Report – Treasurer (Matt Parkes)

- 5% loss in long day care, 2% profit in kindergarten, which is under what we budgeted. There has been an increase in use of agency staff due to sickness and staff shortages. There will be a plan to increase fees as per annum on the 1st of June, which will need to be deliberated and presented within the next committee meeting. Within this plan will, be discussed a draft of 3 year old kinder structure.

Update – Director (Janice Sample)

- QIP and Centre Philosophy – no changes
- OHS Fire Drill Practice – Friday 22nd April – no issues of concern
- Child Wellbeing and Safe – Significant Emotional Psychological harm (5 May) – Nellie and Janice to attend
- Garden Update – Provisional date set for 28th of May (?) for garden celebration. Not been confirmed yet. There will be a plan to have a smoking ceremony, coffee? Sausage sizzle, presentation by Hobsons Bay Mayor. Initiative to pay staff for 3 hours of attendance.
- COVID Update (as discussed in president update)

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- Service Painting update – quote has been sent to council who pay for the service. Plan is to decorate over Christmas period to avoid disruptions.
- Kitchen Annual Inspection 11/04/2022 – need collaboration thermometer, filter on grill needs changing.

Correspondence In:

- Danielle Cogley :Seeking some support to celebrate funded 3 year old Kindergarten in 2022 (19/04/2022) – Asking kids to participate for website.
- Kindergarten Support Session Survey (19/04/2022)
- Sally Fleming : Staff Workshop on 24th May 2022 (Royal Children's Hospital 19/04/2022) – workshop on behavioural issues
- Tienne Smith: UMS Re paint quote (14/04/2022)
- Jacey Comeau (Early Childhood Funding Advisor) in regards to ration supplement (12/04/2022)
- Western Melbourne Early Learning Leadership Forum May 2022
- Package Landscapes Quote 13/04/2022
- Early Childhood Improvement Branch Newsletter (07/04/2022)
- Extension of Rapid Antigen Testing Program: Department of Education and Training (05/04/2022)
- ELAA Term 1 Bulletin- VECTA Capability Assessment work place mediation (05/04/2022)
- Annual Inspection Report (11/04/2022)
- VSBA Grants Program iTWO report Due 14th April (7/04/2022)
- Kindergarten Funding – School Readiness Funding Acquittal (30/03/2022)

Correspondence Out:

- Pre School Field Officer Term 1 Feedback Hobsons Bay Council (04/04/2022)
- School Readiness Information Session 2022 Flyer (06/04/2022)
- School Readiness Co Health Speech therapist booked for 25th May 2022 (6/04/2022)
- Family email: Garden Update (06/04/2022)
- Information Session on becoming a foster Career (07/04/2022)
- Email to families: Garden and Service Update (14/04/2022) VSBA Grants Program iTWO report Due 14th April (7/04/2022)
- Outreach Museum: Dinosaur and Fossils 20/04/2022
- Email to confirm Danielle Cogley Department of Education (20/04/2022)
- Kindergarten support Sessions Survey (20/04/2022)
- Tienne Smith 2023 Timetable for three year old kinder
- Package Landscapes Quote 13/04/2022

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8.00–9.00pm General Business

Ongoing Action Items

- Confirmation Christmas Annual Leave 2022/2023 – email to be sent for confirmation
- Garden Project
- Hobsons Bay Early Years Consultative update
- Three Year Kindergarten Program 2023: Meeting 29th March 2022
- Meeting with Kirsten / Survey Monkey Questions – Kirsten and Harriet to arrange survey monkey questions for parents
- Staffing Update

3 year Kindergarten Proposed Time Table for 2023

Friday 8.30am- 4.30pm	Increase from 6.5 hours to 7.5 hours
LDC Integrated Kindergarten Program Teacher 1 day per week Kookaburra Room	Kindergarten teachers 7.5 hours LDC 7am to 6pm
Continue with mixed groups in the 4 year old Kindergarten program. Increase the hours to 8.30am-4.30pm	
How can we do this: <ul style="list-style-type: none"> • Employee the kindergarten teacher to work in LDC 1 day per week • Increase the teacher hours and planning time – Thao has put this in the budget • Increase fees in Kindergarten • More funding from the Department to support 3 year Kinder 	•

New Policy:

- Physical Activity Movement (0064)
- Illness (0010)
- Mental health and Wellbeing (0065)

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New Business/ Other

- Hobsons Bay Early Years Consultative Thursday 28th April
- Committee Meeting Tuesday 17th May