



## Educators Association of SA Inc

## MINUTES

### FDC Educators Association of S.A Inc

Meeting held at the Royal Hotel, 2 North Terrace Adelaide.  
7:00pm, Monday 27<sup>th</sup> July 2015

#### **ABBREVIATIONS**

EASA = FDC Educators Association of South Australia  
DECD = Department of Education and Children's Development  
BCSC = Business and Customer Support Center  
FDCA=Family Day Care Australia.  
NMF = National Members Forum  
FDC = Family Day Care  
ACECQA = Australian Children's Education and Care Quality Authority  
DE = Dept. Education – Formally DEEWR Dept. Education Employment  
and Work Relations  
COAG = Council Of Australian Government  
NQF = National Quality Framework  
NQS = National Quality Standards  
BBB = Being, Belong, Becoming  
MYTOP = My Time Our Place  
PAP = Partnership Action Plan  
CCMS = Child Care Management System  
ISS = Inclusion Support Subsidy  
IPSP = Inclusive Professional Support Planning Group  
MP = Member of Parliament  
NDI = National Disability Insurance  
NTR = Nothing to Report  
RTO = Registered Training Organisation

#### **OPENING FORMALITIES**

Priscilla opened meeting at 7:00pm and welcomed everyone.

#### **PRESENT**

Priscilla Schwanz, Debbie Johnson, Juline Dimasi, Sonia Menzell, Gayle Noolan, Kerrie Waters, Deneice Prosser, Laura Kaczurowski, Shannon Green, Michelle Price

#### **APOLOGIES**

Julianne Sonntag, Ro Redwood, Jenny Mitchell, Merrilyn Hannaford.

#### **PREVIOUS MINUTES**

**Motion:** The minutes to be true and correct   **Moved:** Debbie   **2<sup>nd</sup>:** Shannon   **CARRIED**

#### **BUSINESS ARISING FROM THE MINUTES**

#### **INCOMING CORRESPONDENCE**

1. Email: Frances Lockhart – Educator RE: DCSI screening.
2. Email: Danni McIntosh – DECD RE: Representative for Educators to FDC, Priscilla
3. Letter: Tutti Arts Inc. - Sisters of Invention RE: Gala Dinner
4. Email: Havealook - Web Designers RE: web site and PayPal
5. Email: PayPal – RE: PayPal account

#### **OUTGOING CORRESPONDENCE**

1. DSCI Screening – Reply and discussed with Educator.
2. Educator Rep to FDC – Priscilla has accepted
3. Tutti – Invoice to be paid once funds are available.
4. Havealook – replied and in constant communication
5. PayPal – Sending additional information on the 28/7/2015

#### **PRESIDENT:**

##### **PRISCILLA SCHWANZ**

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SCHEME: NORTHSIDE

#### **VICE PRESIDENT:**

##### **SONIA MENZELL**

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#### **SECRETARY**

##### **DEBBIE JOHNSON**

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SCHEME: NORTHSIDE

#### **FACEBOOK PAGE**

**Family Day Care Educators  
Association of SA Inc**

#### **WEB SIGHT**

[www.fdcassocsa.com.au](http://www.fdcassocsa.com.au)

## BUSINESS ARISING FROM CORRESPONDENCE

DSCI Screening: The Association has suggested that people contact Hon. Nick Xenaphon and Hon. Robert Brokenshire.

**Action:** The Association will send a letter of support to Francis and A letter to Nick Xenaphon. Sonia to draft a letter.

## FEEDBACK

*Thank you for all the work you do, I love the planner it has become my Bible! Keep up the great work. – Central Metro Educator.*

## FINANCE: Deneice

### TREASURERS REPORT

As at Statement dated... 30/6/15 \$5923.00

<b>Incoming monies</b> – membership (Jun 22 -30 <sup>th</sup> )	\$90
<b>June</b>	\$52
<b>Postage</b> Planners and stamps Jun 22 -30 <sup>th</sup> )	\$12.00
	\$24.00
Planner sales J(Jun 22 -30 <sup>th</sup> )	\$35.00
CBA Training (29 Jun)	\$225
Paypal setup credit 0.12,+0.10	0.22
<b>Sub Total</b>	\$5999.22
<b>Outgoing</b> Planner postage/ stamps D Prosser unpresented	\$83.60
Member over paid - refund	\$22.00
D Prosser (cake for Gala dinner)	\$250.00
<b>Sub Total</b>	\$5727.22
<b>Bank Balance as at 26/07/15</b>	\$ 5757.22

**Motion:** These figures to be true and correct **Moved:** Deneice **2<sup>nd</sup>:** Sonia **CARRIED**  
Reminders sent out and follow up reminders sent  
Membership at this stage approx. **179**

## MARKETING/PUBLIC RELATIONS: Sonia

### 1. MEDIA

**Previous Meeting:** Look at putting some information/ideas on FB about Tax.

**Action:** Sonia to collate with Merylyn and get it posted on FB

### 2. NETWORKING VISITS

### 3. NEWSLETTER

**Previous Meeting:** Looking at doing a 6 monthly good news briefing through Enews about what we have been doing and what's going on. This is separate from the main Newsletter.

**Action:** Sonia to formulate and send to Janelle Hanaford to Edit

### 4. PUBLIC RELATIONS

### 5. EVENTS

**Zoo:** This is under way and looking very impressive:

WHEN: Sunday 11th October. Time to be confirmed

WHERE: Adelaide Zoo

COST: To be announced

CONTACT: The association

**Gala Dinner:** This is going to be the premier event of the year and the biggest celebration DECD FDC & RCP has had, please book the date in your diaries.

Guest speaker, Entertainment, 3 course meal, Door prizes. Come and catch up with retired Educators and Co-Ordinators.

WHEN: Saturday 22nd August 6:30pm Start

WHERE: Hackney Hotel, 95 Hackney Rd, Hackney

COST: \$60 per head, Partners welcome

CONTACT: Association

6. ANY OTHER BUSINESS

**POLICY REVIEW:**

NTR

**NTR = Nothing To Report**

**FDCA:** Merrilyn

Merrilyn is currently in Scotland attending the International Family Day Care Conference, We wish her safe travels and look forward to her bringing back some great ideas!

**CONFERENCE:** This is coming along very well a lot of great speakers

WHEN: 21<sup>st</sup> – 24<sup>th</sup> October

WHERE: Sydney Luna Park

COST: Registration \$490.00 FDCA Members and \$640 Non FDCA Members. Accommodation and flights are at the participant's discretion. There are packages available on line.

FOR MORE INFO: [www.2015conference.com.au](http://www.2015conference.com.au)

**PLANNER**

**Previous Meeting: Action:** Debbie to set up a table at the Co-Ordinator training/Forum in August, have some examples of use.

**ACTIONED:** Have the Planner linked to PayPal in the shop on the web site. We have to action how we look at selling the Planner bring this to a sub team to source options.

**WEB SITE:** Debbie

**Previous Meeting:** The 1<sup>st</sup> round of 3 editing options is to take place could we please all look over and make notes and send to Debbie.

**Action:** Debbie to look into getting PayPal linked to the web site so tickets to the dinner can be purchased through there.

**ACTIONED:** In the middle of setting up PayPal there are a few things I have to clarify, There is mention of a % of sales as fee to PayPal for having a business account which is essential to have it, if we have it linked to web site. Documentation has to be provided, a motion to be put forward for Debbie Johnson as Secretary to be the authorised person on this account, I think we should put Deneice also if she wants to.

**Motion:** Debbie Johnson as her role with the web site for the Association to be the Authorised operator and to manage a business PayPal account that will be linked to the Associations Web site.

**Moved:** Priscilla 2<sup>nd</sup> Sonia CARRIED.

**CONSTITUTION**

Merrilyn to go through and update

**AGM:** Debbie

Coming along nicely everything is in place.

WHEN: Saturday 22nd August 5:00pm Start

WHERE: Hackney Hotel, 95 Hackney Rd, Hackney

CONTACT: Association

ALL WELCOME: RSVP Monday 17<sup>th</sup> August via Face Book or [fdc.assoc.sa@live.com.au](mailto:fdc.assoc.sa@live.com.au)

**DINNER:** Debbie

It is all coming along nicely. All advertising will go out 28/7/2015 .Sending out invoices to DECD.

**GENERAL BUSINESS**

**Gowrie Training:** We are awaiting the outcome of discussions into gaining a contract to supply Educator to Educator training on Documenting and planning cycle.

**STRATEGIC TEAM PLANNING:**

Re Agenda as some team members are not in attendance.

**ANY OTHER BUSINESS****NEXT MEETING**

Monday 24<sup>th</sup> August

Monday 28<sup>th</sup> September

~~Monday 26<sup>th</sup> October~~ – Meeting moved to the 2<sup>nd</sup> November

Monday 23<sup>rd</sup> November

**CLOSE**

8:45

MEETINGS ARE HELD ON THE 4<sup>TH</sup> MONDAY OF THE MONTH (PUBLIC HOLIDAY THEN 3<sup>RD</sup> OF THE MONTH) OR UNLESS OTHERWISE STATED.

ALL FDC EDUCATORS ARE WELCOME