



## 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> October 2014

#### **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**

Gayle opened meeting at 7:10pm and welcomed everyone.

#### **PRESENT**

Priscilla Schwanz, Merrilyn Hannaford, Debbie Johnson, Juline Dimasi, Sonia Menzell, Gayle Noolan, Kerrie Waters, Jenny Mitchell, Deneice Prosser, Ro Redwood, Shannon Green, Julianne Sonntag.

#### **APOLOGIES**

Laura Kaczurowski

#### **SPECIAL GUEST**

7:30 Lena – from One People FDC (a new F.D.C. service in S.A). Lena is a very proactive representative of their Coordination Unit.

She came to us looking at setting up an Association where Scheme Coordinators, Administration and staff can collaborate. We as an Educator Association assisted her with our reflection on her new proposed model that embraces all schemes in S.A. We suggested that she make contact with FDCA as they are in the process of organising an Educator, Coordination Unit networking session in S.A. in the New Year. She had drafted a letter to other schemes and we made suggestion that she includes DECD Schemes as well. We are happy to talk with her in the future. It is felt to be a very worthwhile mission for future planning.

#### **PREVIOUS MINUTES**

**Moved:** Debbie    **2<sup>nd</sup>:** Deneice    **CARRIED**

#### **PRESIDENT:**

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#### **FACEBOOK PAGE**

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

#### **WEBSITE**

**[www.fdcassoc.com.au](http://www.fdcassoc.com.au)**

## BUSINESS ARISING FROM THE MINUTES

NTR

### INCOMING CORRESPONDENCE

DECD Manager – Danni McIntosh RE: Relief Educators

Office of Early Childhood – Tony Harrison RE: Relief Educators

Educator – Melina Magdalena RE: Relief Educators

All State Associations – W.A, QLD, Vic, and Tas. RE: Relief Educators and the policies and procedures they have in place.

### OUTGOING CORRESPONDENCE

Assistant Director of Early Childhood Services - Helen Doyle RE: Relief Educators

DECD Manager – Danni McIntosh RE: Relief Educators

Emalia FDCA Insurance – Carol –Ann e Priest RE: Clarification of cover of insurance for Relief care in Educators home. And Emergency Care (Our Policy says that we can leave children with a responsible adult in an emergency-are they covered?).

All States Associations – RE: Relief Educators and the policies and procedures they have in place.

Members – RE: Membership and Relief Educators

### BUSINESS ARISING FROM CORRESPONDENCE

NTR

### FEEDBACK

"I am glad I got the opportunity to network with some positive and proactive people" Educator \_ Southern Vales attending Symposium.

### FINANCE: Deneice

#### 1. TREASURERS REPORT

As at Statement dated... 31/09/14

\$9,165.90

<b>Incoming monies</b> – membership	\$630.00
<b>Postage</b> Planners and stamps	\$144.00
Corporate office supplies(André Paolini) Advertising	\$150.00
Training	\$250.00
<b>Outgoing monies</b>	<b>Sub Total</b> \$ 10,339.90
<b>Cheques</b> Planner postage/ stamps	\$173.50
D Johnson -Laptop security /Microsoft office	\$394.80
S Menzell - planners and storage containers	\$2,545.84
Auditor	\$60.00
	<b>Sub Total</b> \$7165.76
<b>Bank Balance as at 22/10/14</b>	\$ 6886.71

2. **Motion:** These figures to be true and correct **Moved:** Deneice **2<sup>nd</sup>:** Jenny **CARRIED**
3. **Membership:** As at 27/10/14 there are 153 members.
4. **Membership :** Deb and I got together and audited our memberships so far we have managed to increase our membership from 98 to 153 with more enquiries incoming
5. Our books have now been audited
6. **Motion:** A new Auditor has been found we will have an increase in fees; The Association to agree to pay \$100 for books to be audited **Moved:** Michelle **2<sup>nd</sup>:** Sonia **CARRIED.**
7. **RE AGENDA:** Committee to look at how membership is to be handled into the future.  
Do we look at getting our sponsors to give discount to our members?  
Do we look at dropping the Member number – what is the purpose of this?  
Do we look at selling the Business planner for income a not make membership a priority?

<b>ALLOCATED FUNDS</b>		<b>Actual Cost</b>
Shirts for Committee	\$600.00	\$494.89
Planner	\$2500.00	\$2889.01 so far
Public Liability Insurance	\$600.00	
News letters	\$200.00	\$100 so far
Promotions	\$1000.00	
Website/Domain	\$300.00	
Network Meetings	\$1000.00	
Post Office Box	\$110.00	
Stationary	\$600.00	
New Laptop security & programming	\$500.00	\$394.80 so far
<b>TOTAL</b>	<b>\$7410.00</b>	<b>\$4877.14</b>

#### **MARKETING/PUBLIC RELATIONS: Sonia**

##### **1. MEDIA**

##### **2. NETWORKING VISITS**

TRAINING NORTHERN DAUD MOHOMMAD Learn 4 Good FDC

- Prepared and planned for presentation- power points and handouts.
- \$250 Fee paid to association – Sonia and Gayle did presentation
- Approx. 50-60 Multicultural Educators attended
- 20 planners requested for order at \$35.

##### **3. NEWSLETTER**

Please have any reports from sub committees and any news from your schemes from other members of our committee. Need to have this to Merylyn by end of November.

##### **4. PUBLIC RELATIONS**

Ordered media supplies – sticker example, cups, magnet clips and 2 signs

##### **5. EVENTS**

FDCA SYMPOSIUM - Wrap up and reflection

- Kerrie, Sonia and Merylyn – open houses for FDCA hills tour.
- Over \$700 made on sales of Planner

##### **6. ANY OTHER BUSINESS**

#### **STRATEGIC PLANNING**

That sub -committee groups report to our Monthly meetings along with progress of their actions.

#### **RELIEF EDUCATORS**

We have been in consultation with other States and looked at some of their policies. We are researching information, looking at Insurance and looking at models that will be workable. The Association has sought a meeting with DECD management that will take place on 10<sup>th</sup> November. We will continue to pursue this much needed service for good quality practices and the need for Educator wellbeing. Working on a positive outcome for all stakeholders. It is most desirable to be at the table for consultation when the policies are being drafted.

#### **POLICY REVIEW:**

- A Response to the Animal Contact Guide has been forwarded
- Meet with Laura Rodriguez regarding the 'Stand Alone Educator' Model.  
Make recommendations for the Govt. review of policy to extend the NQF to include these types of services.

#### **FDCA: Merylyn**

FDCA AGM 30<sup>th</sup> November will be held at the Stamford Grand , Glenelg at 8:30 am. All members of FDCA are welcome to attend.

## **PLANNER**

**Web site:** Look at reinstating the resources page with photos and write up some guidelines and examples of the planner.

Also templates for other areas of documenting and sustainable business

## **GENERAL BUSINESS**

### **ANY OTHER BUSINESS**

- **Motion:** Shannon Green to be instated on the Committee.  
**Moved:** Debbie 2<sup>nd</sup> Priscilla **CARRIED**
- Union – Michelle and Priscilla to meet with them to look at indemnity.

## **CLOSED**

10:10pm.

## **NEXT MEETING**

Monday 24<sup>th</sup> November

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