

Queanbeyan & District Preschool Association

Annual Report 2022





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Acknowledgement of Country

Queanbeyan & District Preschool Association acknowledges the traditional custodians of the land in which we play, live and learn, and guide the young leaders of tomorrow. We recognise the traditional custodians' connection to land, water and community. We pay our respects to First Nations peoples and their culture, and to Elders past, present and emerging.



Management Committee

Directors in office at any time during the 2022 year

*** Current Member

Name:

Tobi Edmonds***

Nicole Bowles***

Russell Bennett***

Neha Thakkar***

Matthew Sant***

Caroline Cave***

Cassandra Perry

Heather Tonkovic

Ashleigh Daly***

Nichole McCarthy

Jill Thompson***

Position:

Chair

Vice-Chair

Secretary

Treasurer

General Member

General Member

General Member (resigned November 2022)

General Member (resigned January 2023)

Executive Officer; Public Officer; Teacher Representative (elected November 2022)

Executive Officer; Public Officer; Teacher Representative (resigned November 2022)

Finance & Business Manager



Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

2022 Chair Report

Welcome - The purpose of the Annual General Meeting (AGM) is to report on the previous year's business activities, challenges and successes and also to offer opportunities for new and returning family or community members to join our QDPA Management Committee for the coming year.

2022 was another very busy year for the Preschool Association - the QDPA Management Committee started the year with the construction and licencing of our newest preschool, Mura. We welcomed new staff and the team kicked on with getting rolling. We were still operating in a COVID heavy environment and this affected resourcing. Our Directors and administration staff did an amazing job of ensuring that we had a solid pool of casual staff to make sure that our teacher student ratios were always met. There were some delays in funding from the Department but Jill Thompson, our Financial Officer, kept our budget on track and the association solvent until the funding arrived in August.

The Management Committee spent some time to meet with our teachers and educators across the association to listen to their needs and then worked with Nicky (Executive Officer) and Jill to develop better pay and conditions for all of our staff across the association.

Another body of work was the development of the new Strategic Plan for the next 5 years. This work is almost completed and will be presented to the new Committee at their first meeting after the AGM.

November saw the departure of Nicky McCarthy as Executive Officer who left Queanbeyan to be closer to her family interstate. We welcomed Ashleigh Daly as our new Executive Officer who has been a great addition to the team.

As a committee we are really proud of the work that our staff do. They make each of these campuses incredible centres for learning and launch our children into schools with bigger minds than when they arrived. We can not thank them enough for the work that they do.

One of the things that the Committee is focussing on this year is greater interaction from the parents. You are the ones who elect the committee so we always welcome your thoughts and engagement.,

Tobi Edmonds

QDPA Management Committee Chair

2022 Treasurer Report

[For Financial Year Ending 31st December 2022](#)

Queanbeyan District Preschool Association is made up of four Preschools. Harris Park Preschool, Karabar Preschool, Waratah Preschool and now Mura Preschool.

The Financial accounts of Queanbeyan District Preschool Association (QDPA) for the period ending December 31, 2022, have been audited by Vincents Audit Pty Ltd in accordance with the relevant accounting standards and the Australian charities and not-for-profits Commission Act 2012.

The organization's overall total surplus for the year 2022 is \$318,993.

The organization's overall total surplus for the year 2021 was \$595,670.

This shows an overall decrease of \$213,677.

The decline in the surplus is a result of increase in operating cost after the pandemic, increase in employee cost, repairs, maintenance and other capital expenditures, the receipt of the final building grant, and asset investments for the new Mura Preschool.

The overall financial position remains strong with current assets of \$1,969,856 to cover the current liabilities of \$1,611,304.

Funding & Grants:

QDPA receives income in the form of parent fees, funding from the NSW Dept. of Education and Community grants. This funding is used for operational expenses, training & professional development of educators, supporting special needs and providing a safe learning environment to our children.

Other Income:

Each preschool individually runs fundraising events during the year. These funds are utilized in donations to charities, to help procure additional classroom resources such as books/art material, planting a vegetable garden, outdoor equipment etc. The total profit through fundraising activities for the year 2022 is \$18,467.

Achievements of the year 2022

- Opening of our 4th Preschool – Mura Preschool fully licensed by QDPA in March 2022.
- Successfully operated Mura Preschool from March – October while waiting for the funding to be allocated and paid. This was possible due to the well-grounded financial planning and careful budgeting of the Association and the support of our community.
- All the preschools operating at full capacity with a reduced wait list.
- Welcomed Ashleigh Daly in Nov 2022 to take over the responsibilities of the Executive officer.

Recommendation for 2023

In October 2022 the NSW Dept. of Education announced “Affordable Preschool Program” for 2023 replacing the “Start strong Free Preschool” funding. As a result of this, to assist in the projected deficit in 2023, the committee voted to increase the fees set in 2020 from \$35 per day (non-equity families) to \$37 and from \$11 per day (equity families/concession holders) to \$12.

Under the terms of the new agreement, the staff received a pay rise from January 2023 and accordingly the fees have increased slightly ensuring the ongoing financial viability of the service.

The Association holds plans to include the construction of a fifth preschool as the region continues to grow and develop. In the year 2023, we will be working towards building funds and resources to be able to get a step closer to this aspiration.

Gratitude

I would like to thank our wonderful Finance Manager, Jill and Narelle, our Admin Officer for their help and support throughout the year. We would have not been able to take effective decisions without Jill's tremendous effort, expertise, and dedication towards QDPA.

I would also like to thank Ashleigh, our directors and all the educators for their tireless efforts and dedication towards delivering QDPAs operational goals.

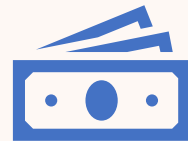
Neha Thakkar
Treasurer - QDPA

2022 Business Snapshot Report



378

Preschool places provided – an increase of 120 places from 2021



\$39,971

Received in successful grant applications to improve facilities and curriculums



\$18,467

Fundraised by Association members to assist with upgrades and new resources



38%

Increase in Association staff from 2021

2022 Outgoing Executive Officer Report

On the back of a challenging year in 2021 with COVID, the Association entered 2022 with a continuation of cases and challenges for our Preschools, staff, children and families. The Association were able to navigate these challenges effectively and adopt new approaches and measures as they were required.

COVID also provided challenges with the completion of our Mura Preschool construction with shortages delaying our desired completion date into the early part of 2022. Regardless, we were able to onboard our new Mura team and finalises touches to the service whilst we progressed through the final construction, completion and licencing of the service. Our licence for Mura was granted in March 2022 with enrolled families excited to commence on site. This was a truly special moment for our team, and for our Management Committee who had been working on increasing preschool places offered for the better part of five years.

Following a wonderful opening ceremony in May to celebrate the addition of our new Preschool, we moved into a space of a four-Preschool Association, with an increase of 30% to our enrolled families and staff. This was beautifully managed by our Enrolment Officer and Finance Manager whose workloads increased significantly during this period.

In 2022, we were proud to support the career development of our long-standing ECT Dorcas Hancock to the position of Preschool Director. This opportunity followed the movement of Carly Smith-Beeson to our new Preschool as the Director and both Dorcas and Carly fitted into their new roles beautifully. Our leadership team of four Directors continued to support each other and grow the quality of each of their services and teams of Educators.

In September, the sector experienced a rising call for review of Educator conditions and I would like to acknowledge the work of our Management Committee to ensure that our Educators voices were heard, that their ideas were investigated and that they responded to these discussions. Whilst our Educators chose to remain in the workplace on the day of action, they have expressed that they felt supported, communicated with and most importantly, heard. The Management Committee followed through with their commitment to find more ways that Educators of the Association could be supported and identified a number of initiatives including a review of Educator conditions which were delivered to staff in October 2022.

During the month of June, I identified that it would be necessary for me to step away from the role due to personal priorities and we began the work of finding a suitable Executive Officer to continue at the Association. We were pleased and excited to appoint Ashleigh Daly to the role and following her commencement in November, I was able to step away.

I would like to personally thank the Management Committee for their unwavering support and professionalism during my time in the role. I have loved working with our passionate Committee and have valued their time and effort especially in the past months. They have been incredibly supportive of me during my time in the role.

My leadership team of Directors – Jenny, Carly, Holly & Dorcas – have as always shown their dedication and passion through their roles and it has been a pleasure to work with each of them and see them strengthen and grow in their roles.

Our team “behind the scenes” of Narelle & Jill may not always been seen but their importance and skills in their roles in the past twelve months have made my role as Executive Officer possible. Without them, the families and staff would not receive the high quality of care that is part of our Association.

My sincerest thanks also go to our incredible team of Educators, from our Early Childhood Teachers through to our casual relief staff. It has been a pleasure to work with you all and to see the incredible work that you all do on a daily basis.

I remain incredibly grateful for the opportunity to have worked for the Association in the past two years and to be part of expanding the Preschools and I have no doubt that the Association is in safe hands with our new Executive Officer, Ashleigh.

- Nicky McCarthy

2022 Incoming Executive Officer Report

It has been a wonderfully busy few months since commencing with QDPA in November, and I am so proud of the amazing things we have already achieved.

Some big projects we have ticked off in the last few months include the complete update of the QDPA website, creating a QDPA Facebook Page for wider community connections, representing QDPA at the Googong Public School and Queanbeyan Public School AGM, review of several policies, and the revision of the Family Handbook and Staff Handbook as well as the Committee Handbook in preparation for our 2023 to join us in the coming weeks.

I wish to thank all the Director's across our four beautiful preschools for their welcoming support and for being such a collaborative and reflective group of women leaders in our community. I am beyond excited for the innovative projects and partnerships to continue to flourish alongside these inspirational ladies. You should be proud of your team of educators who implement some wonderful curriculums for our children and are truly setting the children up for success as they transition to their 'big school' years. I look forward to working more closely with your teams this year and supporting their growth as educators as we reflect and implement some new concepts across the Association.

Thank you to our wonderful administration team – Jill and Narelle. The tireless behind the scenes work you both do to keep QDPA running so efficiently does not go unnoticed and you are both a true asset to the organisation. I am so honoured to be working in partnership with you both into the future.

Another thank you must go to the Management Committee for also welcoming me so generously into QDPA and entrusting my experience and knowledge into this remarkable community. I also look forward to the next journey working with you and achieving great success in connection with our strategic plan.

And to the children and families – you are the forefront of why we all do what we do. The children are always our first priority in our decision making, and as we prepare for the likelihood of our preschools all going through their 'Assessment and Rating' processes this year, I truly value the partnerships we can create to provide us with critical feedback for the ongoing success and improvement of our Preschools and the Association as a whole.

- Ashleigh Daly

"Great leaders don't set out to be a leader... they set out to make a difference.

It's never about the role – always about the goal"

– Lisa Haisha

The opening of Mura Preschool

In 2021, construction of our fourth Preschool began. The Association purchased two adjoining properties at 181 Cooma Street, Karabar – a former family day centre and a former community centre – from the Queanbeyan Palerang Regional Council.

The construction was completed in early 2022 by Greenbrook Construction. Consultation with the Ngambri Local Aboriginal Land Council established a list of potential names for the new Preschool and after input was sought from families, staff and the community, the name Mura (meaning pathway) was selected for the new Preschool.

The purchase of the Mura Preschool site was made possible by many years of sound financial management of QDPA and fundraising for the QDPA Building Fund conducted during this time. The renovation/extension of the buildings was made possible by

- Funding received by the Department of Education through *the Start Strong Capital Works Program 2020* in the amount of \$600,000 and funding received through the *Community Building Partnership 2020* in the amount of \$25,000 for bathroom renovations
- Donations to the QDPA Building Fund for the balance of the cost of the works

Following completion of construction, the subsequent fit out and licensing of the premises continued into early 2022. The licence for Mura Preschool was received on 9 March 2022 with the Preschool opening to enrolled families the following day. We marked the recent opening of Mura Preschool with a small formal event in May 2022. The Management Committee were pleased to bring together the key stakeholders to celebrate this special occasion.

The event commenced with a smoking ceremony and welcome to country by the wonderful Dr Matilda House and continued with an address from Queanbeyan-Palerang Regional Council Mayor, Cr Kenrick Winchester – a former parent from one of our Association Preschools who spoke of the importance of accessibility to Preschool for all children. After this, the QDPA Management Committee Chair, Tobi Edmonds spoke regarding the significance of this development and an official ribbon cutting was conducted by the Mayor, Tobi and Aunty Matilda before guests made their way through the new facilities for refreshments.



2022 Mura Preschool Report



Mura has built an amazing partnership with Pam from Pam's pantry who donated an abundance of natural and play based resources from her own toy library and home Family Day-care resources. We continued to support Pam's other Community Organisation, The Beryl Women's refuge, by seeking donations from our Mura families for the Christmas appeal. Pam will always be an honorary member of our preschool community.

After consultation with families, Mura saw the introduction of more extensive garden planting of fruit trees, vegetables and berries using our Woolworths Land Care Program Grant. Our preschool provides families the opportunity from the day of opening to take from and donate to our "Harvest Basket" as a community initiative.

We were also successful in our application for a NSW Clubs grant that we used to install paving around our sandpits and dedicate to installing a concrete entrance path to Mura increasing accessibility for all members of our community.

We have created an out of gate excursion form that allowed us to get out and about in the local Community. We have utilised the parklet on Coolebah Crescent for extending children's physical development and also have established a relationship with the local Tiger's Club with the ability to use the AFL oval for outdoor play. Due to the Karabar shop redesign we were unable to use the grocery and coffee shop and vet surgery in 2022 but have discussed how we can access these local areas to complement children's learning. Hopefully in 2023 we can do this more.

Collaboration on how to increase the interest and active play spaces in our Cooma Street Garden occurred and a vision board was set up for children and families to contribute their ideas. Several contractors and playground designers were consulted upon, and we will install a larger more organic natural looking sandpit into the area at the top end of the garden where the gravel area was and remove the smaller existing sandpit to add a grassy mound and potentially a slide. Our children said the current one hasn't got enough room for their friends and to dig big holes in. We look forward to bringing this plan into action in 2023 using the refund we received from Queanbeyan Palerang Regional Council as part of the development application process for Mura Preschool.

We have also implemented some successful fundraising ventures including an Easter Hamper raffle, picture products, a pie drive and joining the Association in an Election Cake stall.

We wrapped up the end of a very successful year with a family picnic/fun afternoon and presentation on the Tigers Club Oval.

I would like to thank Nicky McCarthy for her continued support in my role as the Director and for her tireless work to get Mura Preschool up and running. I wouldn't be able to do my job without the assistance of both Jill and Narelle from who I have learned so much. Our fabulous Directors across the QDPA are an amazing asset to the Association and allow us to touch base, support and network ideas and concepts together and they know how much I appreciate them. We wish Nicky all the best and welcome Ashleigh Daly to our Executive Officer position. Thank you to the Management Board for all the work you have done for our Association and its local community. Our dynamic team at Mura also need to be commended on their very successful positions as a new team and they are a pleasure to work alongside.

- Carly Smith-Beeson
Director



2022 Karabar Preschool Report

The children, families and Educators at Karabar experienced a year that was full of exciting, challenging and inspiring learning opportunities, as well as a year full of change.

Our year started with many children and families with whom we were already familiar with through siblings attending our preschool, and it was really special having these children joining us (who were in many cases the youngest child in the family – and therefore the last in the family to come through preschool), which in itself is a sad moment, but we're always happy to think about the exciting journey ahead for all of the children attending our preschool.

2022 was a year full of changes – and our Educators were amazing in managing and adapting to these changes across the year. Initially, Jen Farnhill was on leave for 7 weeks at the end of Term 1 and into Term 2 having double knee replacements. Jen would like to extend her (huge) thanks to Miss Belinda for taking on the role of Responsible Person whilst on leave, and to Miss Michelle and Miss Bec for their amazing support of Miss Belinda and the preschool during this period; also to Miss Karen for her efforts. Thank you also to Natalie Del Bianco and Vanessa Lindley for their reliability and support whilst Jen was on leave, in stepping into cover staff positions (with Nat and Vanessa both having worked at Karabar Preschool previously). Thank you also to Jacky Hunt who assisted also during this period.

Shortly after Jen's return to preschool following her recovery from surgery, Miss Belinda was on leave also for an extended period, which saw some further changes in staffing. We are very lucky that we have access to regular casual staff which makes these types of changes easier to manage. We are also very lucky that the children and families were so supportive of the Educators and our program across the year, always being willing to assist where they could with anything we needed, and always with a smile and words of support for our team.

At the end of 2022, we were successful in our application for funding through the Community Partnerships Program for the amount of \$50,000 which will provide funding for us to upgrade our playground softfall from playground mulch to a combination of rubber and synthetic grass, which will be completed in 2023.

Family support saw the donation and installation of new turf for our grass area; and cash donations which will fund the rejuvenation of our Digging Patch space.

Our Educators worked alongside our previous Managing Director, Nicky McCarthy, to undertake a complete review of our Philosophy in 2022. We undertook an extensive consultation process with children, families, Educators and community over a six month period to create a document which truly reflects the who, what and why of our preschool, and we are very proud of what we have created.

I can't thank the amazing team of Educators at Karabar Preschool enough for all that they do to support our wonderful preschool. We love that we are a small preschool and a small team, and as such, we have very close relationships with each other. This aligns with our belief that not only is our preschool an awesome place in terms of the learning that the children have the opportunity to engage with and the positive transition to school that the children achieve, but also that we have created a home like environment and community, and once you have joined our preschool, you are always part of the Karabar Preschool Community.

A huge thank you as always to Carly, Holly and Dorcas for your support in your role as Directors of each of the QDPA preschools. I would like to acknowledge Nicky McCarthy, our previous Managing Director for her support and amazing efforts. Our team always felt so supported and encouraged by Nicky and we were saddened by her departure at the end of the year.

To Jill and Narelle – another one of those 'thank you' as always. These ladies are the most amazing people, and I say every year, that they are the only people I know who more multi-skilled and multi-talented (other than preschool Directors). Thank you for the work you do – and your efficiency – and for being so polite and patient with my lack of efficiency at times.

On behalf of the Educators at Karabar Preschool, I would like to thank our Management Committee for their efforts and support in 2022. We recently reflected on Quality Area 7 of the National Quality Framework which addresses Governance and Leadership and some of our reflections focused on the support provided by the Management Committee to Educators across QDPA.

To Ashleigh Daly, our new Executive Officer – I'm so looking forward to sharing the next stage of our journey with you. Karabar Preschool is an amazing preschool which I'm so very proud of, and I look forward to not only getting to know you, but for you getting to know our very special preschool.

- Jenny Farnhill
Director



2022 Waratah Preschool Report

At the start of the 2022 preschool year the parents were dropping off and picking up their children at the gate to the carpark due to the Covid-19 restrictions in place. This made it difficult and challenging to build on relationships with the families as it was difficult to share information about their child's day due to the families gathering at the gate at the same time, while also being mindful of privacy and confidentiality. To strengthen the relationships between staff and families, phone calls, emails and the use of seesaw became the main source of communication.

When covid-19 restrictions were starting to ease a survey was conducted using survey monkey to gain the families input around their preference to either come into the centre or continue the pickup/drop off at the gate. The preference was to continue dropping off and picking up at the gate. This procedure continued throughout the entire year.

Waratah preschool was successful in gaining a Woolworths Landcare Program grant. This money was used to purchase new plants, gardening equipment, and potato grow bags. This turned into a wonderful learning experience for the children to observe changes within the environment. Waratah had three potatoes that had started to grow shoots, so they were planted into the garden. This provided a great opportunity for the children to investigate, research and hypothesise what changes may occur. Once the potatoes were ready to be harvested, they were collected and placed into the community produce box for parents to take home.

One of the families last year donated and made two lovely garden beds that are now in the outdoor environment. Throughout the year plants have been planted in the garden beds. The same father also donated and made a wooden mud kitchen for the children which is now in the sandpit. The mud kitchen is connected to the rainwater tank and has running water connected.

During the year the preschool community embraced National Recycling week and introduced and promoted rubbish free lunchboxes to reduce the amount of rubbish that is being introduced into the environment. Vanessa and Emri from the Queanbeyan Palerang Regional Council visited preschool and shared their knowledge on recycling with the children. Waratah preschool was provided with a bin to use for the earn and learn recycling initiative. The children were involved in keeping a tally building on their literacy and mathematical skills as they counted how many cans and bottles were being collected. The money raised from this initiative was used to provide food for the end of year party.

With the number of Covid cases rising again within the community late year the children's end of year celebration needed to be changed and adapted from the original plan. The residents of Warrigal Aged Care and the children were originally going to celebrate together. To ensure the safety of both the residents and the children it was decided not to hold the face-to-face event and for safety reasons it was decided to hold a zoom session where the children and residents could interact together but in a safe way. The children made gifts for the residents of Warrigal that were then delivered.

As of the 23rd of January 2023, I accepted the Teaching -Director position at Waratah for a period of 6 months while Holly Suitor-Fogarty is on leave.

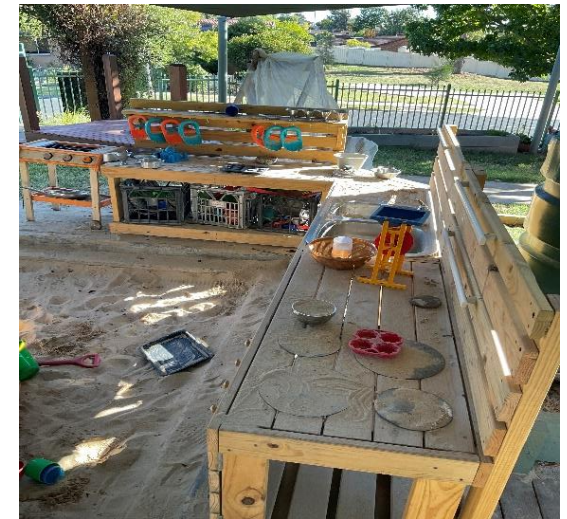
During this time the team and I have updated our philosophy and Quality Improvement plan and have established respectful, professional, and collaborative relationships with each other. The focus for Waratah preschool during the next six months is to update and adequately resource our learning environments so that they are inviting and engaging for the children.

I would like to thank Ashleigh Daly, Jill Thompson, and the directors of the other preschools for their ongoing support while I continue the journey of being the Teaching- Director for the next six months.

I would also like to take this opportunity to thank the management committee for their commitment and dedication for the continued success of the Queanbeyan and District Preschool Association.

Joanne Crammond

Teacher – Director Waratah Preschool



2022 Harris Park Preschool Report

After collaborations with the staff and children, we were excited to do our first excursion after Covid-19 restrictions with the children to the Canberra Zoo and Aquarium. It was great to be out in the community and in nature again, and to take children's learning outside of their classrooms. Two tadpole kits arrived in week one of term one 2022. These were displayed in the foyer for all classes to share. The tadpole kits have been a great learning tool across all four rooms with the children learning to take responsibility for looking after their tadpoles by feeding them and making sure their tanks were clean.

All four classes have implemented and embedded the PALS program to our practice this year. PALS program continues to help develop confidence, independence, social skills in our children. It is a beneficial program that will continue to be embedded in our curriculum.

Continuing on with embedding our children's health and wellbeing to our practice, we are thrilled to say that our 2022 obstacle course was a massive highlight. The children enjoyed the day running, hopping, sliding, weaving through cones and having fun with their friends while they developed their gross and fine motor skills in a fun way. We raised \$7000 which we put towards the addition of our new yarning circle project in the playground.

The inclusion of our yarning circle has been a highlight of our playground. This newly innovated space has been an engaging learning area for the children whilst they are outdoors. It ties in with our RAP and inclusion of our Aboriginal and Torres Strait students who attend our service. With continued collaboration with the children and consultation with the staff, this space is being used for meaningful learning experiences such as, storytelling, class discussions, cooking marshmallows, social games or just enjoying sitting around with friends.

The inclusion of our Indigenous Garden project has been a lovely space to be included into our preschool environment. \$7,000 from our expenditure money was used for this space. The funds were used to purchase big boulders, addition of irrigation, Indigenous Australian native bushes, and a seating area for families to use. This space has been well utilised by all our families and children, especially during drop off.

Harris Park was successful in obtaining \$1000.00 for this project with the Woolworths Landcare Grant. Continuing with embedding Australian Indigenous culture into our curriculum and playground learning spaces, this money was used to create an Indigenous Garden that included fruit trees like apples, feijoa, bush tucker and some native Indigenous flowering plants like kangaroo paws, Waratahs to name a few.

Over the years, Harris Park Preschool has worked closely with St Benedict's Homeless shelter. We have involved Harris Park children and families in donating unperishable food donations for those in need. Our recent visit and donation last year was the biggest yet. Father Michael and Elaine were very appreciative of the generous donation from the children and families.

I would like to extend my my appreciation to the Management Committee for their ongoing support to our Association, and to Jill, Narelle and Ashleigh for the amazing work you do to help support the smooth running of our preschools.

Dorcas Hancock

Director



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