



Auckland Hospital Preschool Society Incorporated

ANNUAL GENERAL MEETING

& PARENT TEACHER NIGHT

25 MARCH 2021

Kids' Domain ELC

Building 15, Auckland City Hospital

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GOVERNANCE GROUP AT 31 DECEMBER 2020

- Stuart Angel – Chairperson
- Rhys Johnston – Treasurer
- Anna Creak– Secretary
- Bridget Little
- Emma Gilbert
- Nicole Wilde
- Shivani Fox-Lewis
- Hilton Johnson
- Emma Wackrow
- Bridgette Towle – Centre Director

MANAGEMENT STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

The Governance Group are responsible for the judgments made in the operations of the Society and the financial statements being presented at this meeting.

The Financial statements fairly reflect the Society's financial position and operations for the year ended 31 December 2020.

The Governance group are responsible for overseeing the financial reporting processes undertaken by management.

Authority is delegated to the Centre Director who is responsible for maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of financial reporting.



AGENDA

1. Apologies
2. Minutes of Previous Meeting
3. Chairperson's Report – Bridget Little
4. Treasurer's Report – Rhys Johnston
5. Confirmation of Financial Statements
6. Appointment of Auditor
7. Confirmation of Governance Group

The following current members are available for the coming year:

Bridget Little, Anna Creak, Rhys Johnston, Emma Gilbert, Emma Wackrow, Nicole Wilde, Shivani Fox-Lewis and Hilton Johnson.

A new nomination was received from Gemma Parker by the final date for nominations which was Thursday 18 March 2021.

8. General Business

MINUTES

Minutes of the Annual General Meeting of the Auckland Hospital Pre-School Society Incorporated held via Zoom Meeting ID 104071225 at 7.30 pm on Thursday 29 April 2020.

Present:

Stuart Angel, Kheng Ho, Anna Creak, Alexis Cameron, Bridgette Little, Hilton Johnson, Emma Wackrow, Shivani Fox-Lewis, Matt Corcoran, Jason Horobin, Haeley Mato, Mitzi Nisbet, Sela Jane Hopgood, Ellen Ou, Liz Goodall

Staff present:

Bridgette Towle, Julianne Exton, Shirlene Murphy, Donna Veldkamp, Wendy O'Donnell, Yvonne Taylor, Ritu Khanna

1. Apologies

Apologies were received from:

Kim Varghese, Jenson Varghese, Nicole Wilde

Confirmed quorum of 10 parents present.

Moved: Bridgette Towle Seconded: Mitzi Nisbet- CARRIED

2. Minutes of previous meeting

The minutes of the previous AGM, held 20 June 2019, were approved.

Moved: Kheng Ho Seconded: Stuart Angel- CARRIED

3. Matters Arising

There were no matters arising.

4. Chairperson's Report

The Chairperson's report presented by Stuart Angel was confirmed.

5. Treasurer's Report and confirmation of Financial Statements

The Treasurer's report presented by Kheng Ho was confirmed.

IT WAS RESOLVED THAT THE financial statements for the year ended 31 March 2019 be accepted and the budgets for the forthcoming year confirmed.

Moved: Stuart Angel Seconded: Anna Creak - CARRIED

6. Appointment of Auditor

IT WAS RESOLVED THAT Alex Houghton from BVO (Blackmore, Virtue and Owen) be appointed as our independent auditor for the coming year.

Moved: Stuart Angel Seconded: Kheng Ho – CARRIED

7. Election of Governance Group

The members below gave notice of their intention to resign from the Governance Group following the AGM:

- Alexis Cameron,
- Andrey Ivanov

Five members indicated their availability for a further term. They are:

- Bridget Little
- Stuart Angel
- Kheng Ho
- Emma Gilbert
- Anna Creak

The closing date for nominations was 4 pm Thursday 19 March 2020. Four nominations for the committee were received in time to be put forward. These were for:

- Emma Wackrow
- Nicole Wilde
- Shivani Fox-Lewis
- Hilton Johnson

IT WAS RESOLVED THAT THE parent members above would be confirmed as the Governance Group for the coming year.

Moved: Anna Creak Seconded: Mitzi Nisbet - CARRIED

8. General Business

Rules of Society

The rules of the Society were circulated to members one month prior to the AGM with notice of proposal to amend the rules. At the AGM it was RESOLVED that these be adopted as the new Rules of the Auckland Hospital Preschool Society Incorporated.

Moved: Stuart Angel Seconded: Alexis Cameron - CARRIED

The Annual General Meeting closed at 7:51pm

REPORTS

1. Chairperson's Report – Bridget Little

It is my pleasure to present my first report as the Chair of the Auckland Hospital Preschool Society Incorporated on the 2021 financial year.

It is also an incredible pleasure to be able to present this report to you in person. Some of you may remember our last AGM in April 2020 was held via Zoom. Given the events of the last few weeks and indeed the uncertainty over the last year with the ongoing threat of COVID 19, there was no guarantee that we would be in a position to hold this meeting in a face to face format. Haven't we done well!

I would like to take this opportunity to wholeheartedly thank Bridgette and the Kids' Domain Team for their incredible work during this stressful and uncertain time. The last two level three lock downs came swiftly and in close succession and once again the team rose to the challenge. Thank you to Bridgette, Shirlene and Wendy for dropping whatever you were doing on the two weekends these were announced to put plans and processes in place to support our children, whānau and staff the following Monday.

Thank you to the staff that came in and adapted to new working environments, managing children of mixed age groups, in different circumstances with strict and time consuming cleaning routines. Thank you to the staff who were unable to come in, but supported the team on the ground by working from home and helping in any way possible. Thank you to you all for doing all of this, whilst also juggling the pressures and stressors of your own lives and whānau and the impact that COVID 19 has had on those not just imminently, but for over a year, since this virus first made its presence known at a global and then national level. On behalf of the Governance Group and the Kids' Domain whānau we are grateful for your hard work and determination, which supported those needing child care, whilst maximising the health, happiness and safety of our children.

I would also like to acknowledge that, given the constraints of the Level three environment, there were some families and whānau that could not be supported by our Kids' Domain facilities. This is never a situation that we want to occur and I would like to sincerely extend our apologies for these limitations which were beyond our control.

Despite the upheaval of 2020 and a revisit of this in 2021, the Kids' Domain team have continued to strive and achieve. With a change in environment, there has been a move for staff to engage in online learning to support their professional development. This has been embraced by the team and one of the strategies moving forward is to continue to engage in this type of learning, whilst also looking to invite presenters into the Kids' Domain working environment.

The centre strategic plan has been carried over for the last year and as we move into 2021 a clear focus is to review this with a professional learning day to be set up to facilitate visioning and integration for the year ahead. This will be an exciting time for strategizing and forward planning.

We continue to invest in our environment to ensure we are able to provide safe and quality care and teaching for our children and a number of environmental projects which have been delayed are now in progress.

- The outside of the building has been cleaned, gutters cleared and wooden surfaces sprayed with anti-mould. The interior of the building received a deep clean and windows were washed.

- The pond area and pathway outside Aroha has been cleared, replanted, repaired and a new water feature created. The bottom garden has been cleared and a new seat and planter boxes built.
- Inside refurbishments are in the process of installation.

In January 2021 a whole centre staff meeting was held to present the annual plan and launch the professional learning foci for the year. This year the team had Emily Stephen, Child Protection Community Educator from Te Puaruruhau, present on child protection (children's rights, child abuse and neglect) and how it relates to the our newly reviewed Child Protection Policy. Whilst this is a heavy topic, it is important, and this was an excellent learning opportunity for the team.

The health and safety of our children and staff remains a priority and Kids' Domain staff receive first aid training every two years. The last session was held via EmCare in February this year. In December 2020, a directive was issued by the Ministry of Health, 'Reducing food-related choking for babies and young children at early learning services'. The Kids' Domain team have undertaken a full review of all meals and snacks served onsite to ensure these comply with the guidelines, whilst also maintaining the high quality taste and nutritional standard our children love and appreciate.

This past year, the Governance Group has continued its comprehensive review of Kids' Domain policies. During this reporting period, the group has updated and ratified the policies on Child Protection, Immunisation, Complaints (Parents/whānau), Harassment, Discrimination & Bullying, Transport, Wellness, and the Dispute / Complaints Policy (Staff).

We welcomed Bridgette into her role as Centre Director in April 2020 and she has certainly hit the ground running. Bridgette continues her pedagogical work as well as the management of the centre, whilst navigating a changing landscape in the COVID environment. Bridgette, you continue to do an exceptional job whilst keeping all these balls in the air – thank you!

As with all professional organisations, we had a few members of staff that moved on this year. I would like to acknowledge and thank Jaspreet Kaur, Durga Devi Toolap, Katja Puri, Miaki Miyamura and Ashley Bowen for their hard work and dedication to the education of our children. I would also like to acknowledge and warmly welcome Mia Tang and Alex Hamill who have joined the Kids' Domain team and welcome back our returning staff Lyn Mongkolsaosuk and Laraine Tuaputa. Congratulations to Josie Fletcher who completed her degree in Early Childhood Education at the end of 2020 and is now a full time teacher and to Michelle Teau who went on maternity leave at the end of 2020.

From a Governance Group perspective, over this past year we farewelled Stuart Angel who provided exemplary leadership and a tireless commitment in his role as Chair over the last 3 years. We also farewelled Kheng Ho who contributed greatly and kept our finances in shape as part of his Treasurer role for five and a half years and Andrey Ivanov who generously extended his support and professional experience with the governance group in an advisory role following the end of his term. We are grateful to Anna Creak (Secretary) and Emma Gilbert who have continued their commitment to the group for the next 12 months and we welcomed new members, Rhys Johnston (into the Treasurer role), Nicole Wilde (Governance Group Health and Safety representative), Hilton Johnson, Shivani Fox-Lewis and Emma Wackrow. This is an incredible team to work with and I am very appreciative of this group who dedicate their time, effort and expertise to support the best interests of Kid's Domain, its staff and whānau.

Of course, it would be remiss of me to end this report without an acknowledgement of the social event of the year, the Kids' Domain Christmas party. What a fantastic way to end 2020. I think it is safe to say a great time was had by all as we were entertained by a magic show, great food and beverages and some

exceptional music and photo opportunities with our own homegrown talent Anika Moa. Thank you to all of the Kids' Domain team for your hard work and planning to make this happen.

Finally, I would like to acknowledge our surroundings this evening as we hold our first AGM in the warm and familiar setting of Kids' Domain. This is a lovely opportunity to explore the centre outside of the busy drop off and pick up routine. To spend time with teachers and other families, and to experience first-hand the high quality learning and experiential activities our children are engaged in on a daily basis – enjoy.

To Bridgette and the team, thank you. We are incredibly grateful and appreciative of your hard work, dedication, enthusiasm and commitment to ensuring the health, safety, education and happiness of our children each day.

Bridget Little, Chair
Auckland Hospital Preschool Society Incorporated

2. Treasurer's Report – Rhys Johnston

We have posted a financial result that is flat to original budget, which is especially pleasing given the uncertainty created by Covid-19.

Income from Parent Fees did experience a material reduction, however this was offset by Covid-19 business interruption insurance and related government assistance. Most other income and expense line items were reasonably consistent with prior year.

Our balance sheet remains strong. The healthy levels of investments mean that we have a good financial backstop should more lockdowns eventuate.

We have done scenario modelling for the next 12 months to ensure we continue to make decisions that are financially feasible and help drive the outcomes our children, staff, and wider whānau deserve.

Key highlights

- ✓ Retained all staff and paid 100% of wages and salaries during lockdown.
- ✓ Able to implement our capital expenditure plan for 2021 – c.\$130k, despite Covid-19.
- ✓ Developed a deeper understanding of our organisation's revenue and cost structure as a result of contingency planning.
- ✓ A clean audit opinion.

Focuses for current financial year

- Be prepared for more lockdowns (as a matter of financial prudence).
- Ensure that our investment funds get an appropriate return (we are in a low interest rate environment).
- Continue to review our financial controls and financial manuals to ensure they are robust.

We have agreed on 3.5% fee increase starting April 2021. This is designed to cover normal expense increases, rather than to recover lost income or increased expenses in the last financial year.

The governing body takes seriously its responsibility to manage the organisation's finances diligently. We continue to have our financial statements prepared by an independent chartered accountancy firm, as well as be audited annually. We have engaged Simon Hepple, an authorised financial advisor, to help manage our invested funds.

Rhys Johnston

Treasurer, Auckland Hospital Preschool Society Incorporated

BUDGETS

1. Operational Budget January to December 2021

| | This budget | Previous budget |
|--------------------------------------|--------------------|--------------------|
| INCOME: | \$ | \$ |
| Fees | 1,230,724 | 1,160,330 |
| Education grant | 1,235,102 | 1,196,870 |
| Fundraising and other income | 1800 | 2,400 |
| Books | - | 4,400 |
| Interest | 33,000 | 40,000 |
| TOTAL INCOME | \$2,500,626 | \$2,404,000 |
| EXPENSES: | | |
| ACC Levy | 12,000 | 12,000 |
| Accounting and consulting | 12,000 | 30,500 |
| Advertising and recruitment | 6,000 | 2,400 |
| Audit | 4,500 | 4,000 |
| Bank fees | 450 | 480 |
| Cleaning supplies and equipment | 21,000 | 18,000 |
| Computing resources and maintenance | 1,800 | 1,800 |
| Depreciation | 60,000 | 60,000 |
| Educational equipment & resources | 32,376 | 36,000 |
| Events and community functions | 10,800 | 10,800 |
| Freight and courier | 240 | 240 |
| Fundraising expenses | - | 1,200 |
| General and administration | 600 | 1,200 |
| Groceries and kitchen supplies/equip | 60,000 | 60,000 |
| Insurance | 8,000 | 8,000 |
| Legal expenses | 3,000 | 12,000 |
| Licenses for software | 7,500 | 6,000 |
| Linen and laundering | 12,000 | 9,600 |
| Office expenses | 1,200 | 1,200 |
| Printing and stationery | 6,000 | 2,400 |
| Reliever contract | 108,000 | 103,000 |
| Repairs & maintenance | 15,000 | 15,000 |
| Salaries (inc. holidays, Kiwi saver) | 2,072,260 | 1,953,580 |
| Staff meetings and welfare | 7,200 | 7,200 |
| Subscriptions | 7,200 | 7,200 |
| Teacher Registration Fees | 1,500 | - |
| Telephone and internet | 3,000 | 3,000 |
| Training, PD and research | 25,200 | 36,000 |
| Website maintenance and costs | 1,800 | 1,200 |
| Total Expenditure | \$2,500,626 | \$2,404,000 |
| Surplus/ (Deficit) | 0 | 0 |

NOTES TO OPERATIONAL BUDGET FOR 2021

All amounts in the budget are exclusive of GST.

1. This is the second budget with a financial balance date of 31st December (year-end). The first quarter is based on existing rates for salaries and childcare fees. Proposed increases are calculated to take effect from 1 April 2021.
2. Fee Income is based on targeted average child occupancy of 94% with a 3.5 % increase to fees charged to parents from April 2021.
3. Ministry of Education Income is based on 94% occupancy at the 80% MOE funding rate. The MOE 20 Hours ECE subsidy is applied to children 3 years and over. MOE funding increases of 3.9% have been applied.
4. Fundraising and Other Income has been combined in the budget and will include book sales.
5. Interest Income is based on \$1,300,000 funds at 2.5%. The best possible interest rates for term investments of up to 12 months at approved banks are sought. In response to current low interest rates alternative capital investment options are being explored.
6. Salaries (with holiday pay and kiwi saver included) includes a 1.5% 'cost of living' increase for all staff, plus individual adjustments for training, qualification steps, and other required changes. There is holiday pay provision and a 3% loading for Kiwi Saver compulsory employer contributions.
7. Contract Reliever costs are estimates only based on previous years. Previous budgets have provided for relief teacher cover for 45% of teaching staff leave. Provision has also been made for any practicum leave required for teachers in qualification training. Relievers contracted above estimates may negatively impact financial results as strict minimum adult: child ratios are required for our service to remain operational, and claim MOE funding.
8. Training, professional development and research allows for qualification and advanced training and professional learning for all staff, and teacher research. Provisionally registered teachers are involved in a minimum of 2 years in house programme.
9. The ACC Levy is based on current ACC levy rates x projected salary allocation.
10. Depreciation expense is based on current rates applicable as per IRD schedules. These are listed on the Kids' Domain asset schedule and calculated using diminishing value method and accrued monthly.
11. All other expenditure estimates are based on actual figures for the previous year.
12. Any surplus will be put towards maintaining contingency and future capital development. Any loss incurred will be funded by taking up surplus from the 2020 financial year, or from capital investment.

2. Capital Expenditure Budget 2021

| 1 January 2021 to 31 December 2021 (Estimates only and GST exclusive) | | |
|---|---|---------------------|
| <i>Carried forward from 2020</i> | Front of building improvements: <ul style="list-style-type: none"> • Fixed park benches/tables front entrance. • Revamp pond and garden area • Replace water wheel by Aroha entrance • Large planters/pots/art work by front entrance ways | 10,000 |
| | Aroha playground improvement: <ul style="list-style-type: none"> • New moveable large wooden boxes and planks | 9,000 |
| | Pounamu / Kereru Playground: <ul style="list-style-type: none"> • Extend canopy to provide larger weather tight outdoor play space • Repair/replace gutters and flashings along roofline to enable this • Review hard surface along playground entrance way under canopy • Install drop down/pull down transparent outdoor blinds | 20,000 |
| | Aroha Construction: <ul style="list-style-type: none"> • Replace shelving units in Aroha (Tumanako) construction area • Build additional cupboard unit in Laundry above child bed storage | 5,000 |
| New outside projects 2021 | Aroha Playground: <ul style="list-style-type: none"> • Tidy up boardwalk and remedy plastic and timber as needed • Retain garden and pavers (schist) in steps and path top up • Build up planting pockets with rocks and plants • Reseed lawn where required • Macrocarpa bench seat • Wooden tables and chairs for covered area • Re-roof playhouse • Remove sand from soft fall are and top up • Trim overhanging trees from Domain | 20,000 |
| | Pounamu / Kereru Playground: <ul style="list-style-type: none"> • Landscaping design for covered areas • Remove stump/reinstate exposed aggregate • Landscaping and planting of covered areas • Wooden tables and chairs for covered area • Repair/replacement of water feature area in Pounamu • Re-roof playhouses | 20,000 |
| | Bottom Garden: <ul style="list-style-type: none"> • New moveable small wooden boxes and planks • Macrocarpa bench seat • Planting • Sectional storage between sheds | 15,000 |
| New Inside Projects 2021 | Aroha: <ul style="list-style-type: none"> • Removal and replacement of lockers • Removal of autex noticeboard above lockers, plastering and painting wall • New Maturanga sign-in area including noticeboard and desk • Modifications to reduce the size of Tūmanako sign-in desk • New white noticeboards x 3 • Stacker Stretcher Beds | 13,500 2,200 |

| | | |
|--|--|------------------|
| | Pounamu: <ul style="list-style-type: none"> • New Pounamu sign-in area including noticeboard and desk | 2,200 |
| | Office: <ul style="list-style-type: none"> • Entrance table • Side tables and plants for small office | 2,600 |
| | Dining Room: <ul style="list-style-type: none"> • Repair/replace dining room tables and chairs | 5,000 |
| | Kitchen: Microwaves x 2 Side tables Dishwasher | 3,500 |
| | Total | \$128,000 |

This budget is funded from depreciation and any surplus invested from previous years.

PLANS

1. Strategic (Long-term) Plan – 2015 to 2021

| | |
|---|--|
| A | <i>Curriculum, research and professional learning Regulation 43</i> |
| | <i>Strategic Focus 1: Self of the Child</i> For children to be free to develop and explore their identity, relationships and existence in the material and the natural world |
| | <i>Strategic Focus 2: Community of Kids' Domain</i> To foster our sense of community and connection to each other, the past, present and future. |
| | <i>Strategic Focus 3: New Zealand</i> To develop a stronger shared understanding of the bicultural identity of NZ and what this means in a multicultural society and for our practices. |
| | <i>Strategic Focus 4: World citizenship</i> To ensure our thinking and practices reflect ethical, moral and socially just values and that as a collective we take seriously our responsibility for the world we share. |
| | <i>Strategic Focus 5: Research</i> To sustain and grow our research capacity, scope, and influence both nationally and internationally. |
| | <i>Strategic Focus 6: Inquiry Based Learning</i> To embed a culture of inquiry based learning that is responsive, reflective and innovative, and make this visible in new ways. |
| | <i>Strategic Focus 7: Professional Learning</i> To inspire and support developing talent, vision and innovation in teachers and in their thinking and practices. |
| B | Premises/facilities and health and safety: Regulations 45 and 46 |
| | <i>Strategic Focus 8: Resourcing</i> To invest in, and resource the people and projects of today that will continue to support the strategic vision and historical aspirations of our organisation. |
| C | Governance, management and administration: Regulation 47 |
| | <i>Strategic Focus 9: Philosophy</i> To foster communication within our Kids' Domain community (parents, teachers, children), in ways that invite participation and shared understandings with our purpose and philosophy. |
| | <i>Strategic Focus 10: Sustainable World Class Service</i> To provide world class early childhood education and care in a resourceful and financially sustainable manner. |
| | <i>Strategic Focus 11: Auckland District Health Board</i> To foster a stronger sense of partnership between Kids' Domain and ADHB and make visible the unique role we play in supporting ADHB with its strategic focus through our service. |

2. Annual (Short-term) Plan – January 2021 to December 2021

| | |
|---|--|
| A | Curriculum, research and professional learning Regulation 43 |
| <p><i>Strategic Focus 1: For children to be free to develop and explore their identity, relationships and existence in the material and the natural world.</i></p> | |
| <p>Annual Plan Goals</p> <ul style="list-style-type: none"> △ Teachers to explore the concept of ‘space’ from an ecological perspective and what it means for children’s learning. △ Teachers to continue exploring the centrality of story making and telling in the lives of young children. △ Teachers to provide rich opportunities for children to express their thinking and creativity through multiple languages of expression. △ Teachers to delve further into what it means to honour the mana of infants and toddlers. | |
| <p><i>Strategic Focus 2: To foster our sense of community and connection to each other, the past, present and future.</i></p> | |
| <p>Annual Plan Goals</p> <ul style="list-style-type: none"> △ Encourage teachers to actively seek and foster connections between their thinking and practices, and the emerging thinking and practices of others across the centre. △ Foster greater alignment in leadership goals and approaches across Kids’ Domain. △ Enter into regular exchange with our local community such as the Domain, the Auckland Art Gallery and the Auckland Museum. | |
| <p><i>Strategic Focus 3: To develop a stronger shared understanding of the bicultural identity of NZ and what this means in a multicultural society and for our practices.</i></p> | |
| <p>Annual Plan Goals</p> <ul style="list-style-type: none"> △ Māori rōpu to be proactive in supporting further implementation of Te reo me nga ona Tikanga across the centre. △ Explore the whakapapa of Māori concepts in relation to the context of KD. △ Engage with Ka Hikitia, Tapasā, Tataitako and Te Whāriki to enrich culturally appropriate practices. | |
| <p><i>Strategic Focus 4: To ensure our thinking and practices reflect ethical, moral and socially just values and that as a collective we take seriously our responsibility for the world we share.</i></p> | |
| <p>Annual Plan Goals</p> <ul style="list-style-type: none"> △ Review KD Philosophy and continue to incorporate a Te Aō Māori perspective. △ Focus on the ethical and moral purpose of inquiry work – the ‘why’ – and how it relates to our KD philosophy. | |
| <p><i>Strategic Focus 5: To sustain and grow our research capacity, scope, and influence both nationally and internationally.</i></p> | |
| <p>Annual Plan Goals</p> <ul style="list-style-type: none"> △ Continue to empower teachers to share their stories of learning internally and externally. △ Explore software platforms to support Kids’ Domain in self-publishing stories of learning. | |
| <p><i>Strategic Focus 6: To embed a culture of inquiry based learning that is responsive, reflective and innovative, and make this visible in new ways.</i></p> | |
| <p>Annual Plan Goals</p> | |

- △ Facilitate teachers and leaders to engage with the process of inquiry in authentic and leaderful ways that generates their own professional learning, and the learning of others.
- △ Facilitate opportunities for teachers to make connections between their individual inquiry and group inquiry involving children.
- △ Teachers to regularly engage children in documentation for learning processes.
- △ Facilitate teachers to understand and experiment with 'raw' documentation.

Strategic Focus 7: To inspire and support developing talent, vision and innovation in teachers and in their thinking and practices.

Annual Plan Goals

- △ Introduce the Teaching Council's new Professional Learning Cycle.
- △ Provide professional learning opportunities to strengthen the knowledge and skills of leaders.
- △ Promote and encourage leaderful teams across Kids' Domain (tuakana-teina relationships).
- △ Hold KD conference for teams to share stories of learning and to make connections across the whole of Kids' Domain.

B Premises/facilities and health and safety: Regulations 45 and 46

Strategic Focus 8: To invest in, and resource the people and projects of today that will continue to support the strategic vision and historical aspirations of our organisation.

Annual Plan Goals

- △ Implement improvements to Health and Safety System as identified in the Health and Safety Annual Plan for 2021.
- △ Fund and carry out projects as agreed and provided for in Capex Budget.
- △ As a community create the KD Strategic plan for period 2021-2026.

C Governance, management and administration: Regulation 47

Strategic Focus 9: To foster communication within our Kids' Domain community (parents, teachers, children), in ways that invite participation and shared understandings with our purpose and philosophy.

Annual Plan Goals

- △ Facilitate a review of use of the Storypark platform for parent communication and engagement.
- △ Create and provide a booklet documenting the year's learning experiences across the centre.

Strategic Focus 10: To provide world class early childhood education and care in a resourceful and financially sustainable manner.

Annual Plan Goals

- △ Further streamline financial, administrative and organisational processes to improve service provision.
- △ Refine the integration of new administrative and accounting technology platforms.
- △ Manage COVID-19 responses to protect and support the health and well-being of the KD community.

Strategic Focus 11: To foster a stronger sense of partnership between Kids' Domain and ADHB and make visible the work we do and the unique role we play in supporting ADHB with its strategic focus through our service.

Annual Plan Goals

- △ Establish ongoing relationship with Te Puaruruhau through their community education programme.
- △ Review and update Kids' Domain website and its link with the ADHB intranet.

Thank you for attending the AGM
Governance Group Members 2021