

# **Winston Hills Preschool Committee of Management Meeting**

**Wednesday 8 March 2023, 8pm – 9.27pm**

**WHPS (In-person at WHPS and virtually via Teams) - 8pm**

## **MINUTES**

- 10 committee members and four teachers present.
- Minutes of February meeting accepted.
- There are 2 vacancies: Grants Officer and one subcommittee of fundraising
- The committee voted to approve the following policies:
  - Anaphylaxis and Allergic reactions policy
  - Dealing with Medical Conditions policy
  - Diabetes policy
  - Epilepsy policy
  - Administration of Medication policy
- The Treasurer provided an update on the finances
- The Committee approved to renew the CloudWorks contract for 12 months
- The Fundraising circulated a schedule for 2023
- An update was provided on the Building Project, with works expected to commence during the summer break 2023-2024. We are waiting for detailed designs.
- The printer will be installed over the term break and the IT Officer is close to finalising a solution for the IVR phone system
- The COM endorsed the recommendation of the Reconciliation Action Plan (RAP) working group, that one committee member commits to do a personal acknowledgement at the beginning of each future meeting on a shared basis.
- Concerns were raised with the big trees in the outside yard – which will be raised with Banyule Council as on council property.