

MINUTES OF THE ANNUAL GENERAL MEETING, THAT TOOK PLACE ON SATURDAY, 20 MAY 2023, BY MEANS OF AN ONLINE MICROSOFT TEAMS PROCEDURE.

OPENING

Scripture reading and prayer

Dr. Wilmarié du Plessis opens this meeting with scripture reading and prayer.

WELCOMING

Dr. Barry Gerber welcomed everyone to the 2023 Annual General Meeting (hereafter referred to as AGM) and thanks them for their presence. He indicated that 121 SAPIK members are attending the meeting and one apology was received.

CONFIRMATION OF AGENDA

Dr. Barry Gerber indicates that the agenda for this meeting was an open agenda and that SAPIK members had until 28 April 2023 to send any points for discussion to SAPIK, after which the agenda closed. Dr. Barry Gerber further indicates that the agenda is now closed. The following questions were raised from SAPIK members as it is indicated on the agenda (point number 3) and will be discussed at its given time on the agenda:

- The amount of students that is being selected for honors programmes yearly is not sufficient for South Africa – is SAPIK planning on attending to this issue?
- What is the plan of action ahead regarding students who are not fully qualified when entering a position at a practice as some students had to rewrite a third time, while appointed as a Kinderkineticist? This aspect has a great influence in placing trained Kinderkinetici at schools not knowing if they have passed and leading to stress for both students and owners of practices. Is there a possibility to complete all exams within the year of studies like Stellenbosch?
- Some practice owners are “stealing” Kinderkinetici from practices instead of advertising a position – the ethical aspect thereof.

- What does the scope of practice of our profession look like within the framework of the new 4-year degree (NWU and possibly SU)?
- Currently there is confusion in the paediatric field about exactly what our 'scope of practice' entails. Could we perhaps update/revise the scope of practice document?
- Suggestion for a possible Zuma year and a mentor program for graduate students where experienced practitioners can mentor and guide young practitioners (especially people who work for themselves) when they experience problems in practice.

SPECIAL THANK YOU TO PROFESSOR ANITA PIENAAR

Professor Anita Pienaar's service at the North West University has come to an end at the end of 2022. She was invited to this year's AGM as SAPIK wanted to thank her personally for her contribution towards Kinderkinetics. Dr. Barry Gerber presented her with a special thank you note and gift from SAPIK and she presented a short farewell message.

1. PRESIDENTS REPORT

Dr. Barry Gerber starts the president's report with the following:

Building an empire is defined as the act of attempting to increase the size and scope of an individual or organization's power and influence. In this regard, Gabriela Berrospi, a Forbes Councils Member identified a few important aspects that should receive attention to build an empire, which is the following:

1. Build a rock star team. One of the first things that comes to mind when empires are mentioned, it is the people who support them. An empire can't be managed by just one person. You need a network of people who help you build the empire, every step of the way.
2. Leverage assets, not liabilities. Having more assets and fewer liabilities is how you accumulate sustainable wealth and power.
3. Have a formula that pushes and challenges you. For our purposes, a formula is a rule or principle you live by. Money has to work for us.

Dr. Barry Gerber indicates that SAPIK is the vehicle that functions to improve the Kinderkinetics empire within and outside South-Africa, and this cannot be successful if various stakeholders within SAPIK but also outside of SAPIK work together towards a mutual goal.

SAPIK has the following stakeholders:



In this regard, SAPIK is doing well in some of the above-mentioned factors but still lacks in others.

Regarding lacking in some instances, should however not be seen as a problem but rather be seen as opportunities for growth and should be used as a guide to improve the empire of SAPIK.

SAPIK currently performs on a high level, and we are taking various small but significant steps towards building an empire of the Kinderkinetics profession. One factor indicating that we are moving in the right direction, is the current shortage of Kinderkinetici within South Africa, and we should build on this.

He ends this section with a few quotes from Matshona Dhliwayo.

“A house you build with your hands, but an empire you build with your heart.”

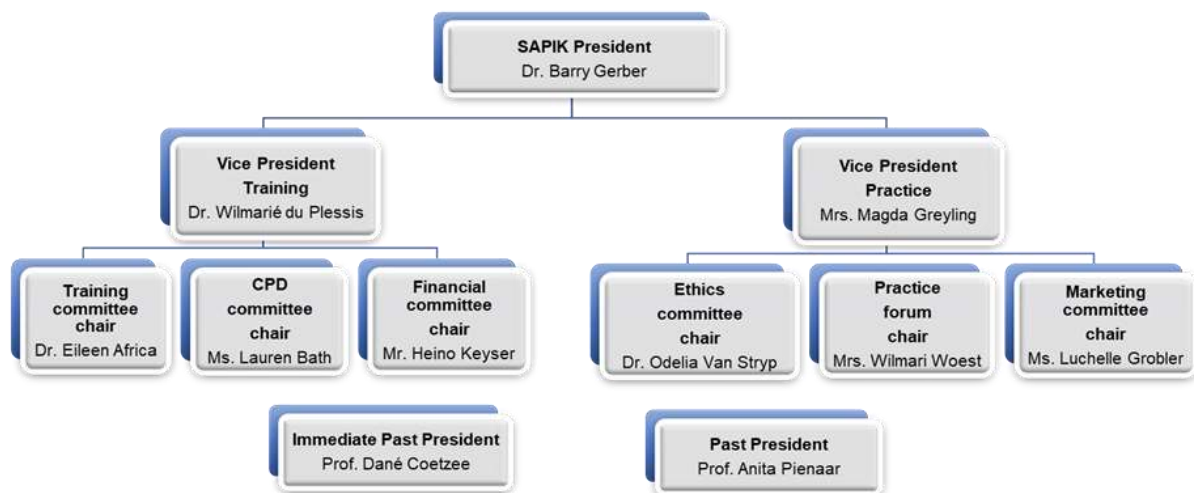
“You cannot build an empire with your hands folded.”

“Building castles in the air is only wise if you build a ladder to reach them.”

“Intelligence will help you build a company; wisdom will help you build an empire.”

Dr. Barry Gerber urges SAPIK members to take hands and support one another in this journey of building the SAPIK empire, making the profession the chosen profession for changing children’s lives for the better through professional conduct and quality offered programmes.

The current SAPIK Board consist of the following:



SAPIK's sub-, supporting targets and goals are:

- To create an organized and professional working relationship between the President and newly elected vice-presidents.
- Streamline workload of the administration office to specific days and allocations in order to ensure enough time allocated to all portfolios.
- Improve marketing strategies
- To develop the appointing of an attorney or professional to handle all ethical aspects.
- To lead portfolios in a supportive and successful way in these three years, by helping them reach the goals they set for their respective portfolios and guiding them in the right direction.
- Be available for SAPIK and the respective portfolios and SAPIK administrative office.
- To be the important link between our practices and the SAPIK board.
- Revising our practice visits criteria by making it more streamline
- Regularly updating our practice list by making sure all the information is up to date and correct.
- To revise our cost structure every year to ensure that it is competitive.
- Annual awareness week - Improving the annual awareness week every year.
- By keeping SAPIK's ethical guidelines up to date.
- Managing every ethical case in a professional and timely manner. Always looking at it objectively and having all the facts before making any conclusions.

- Managing SAPIK's affairs in the most professional manner
- Making important and thorough decisions with the prosperity and growth of SAPIK as the main goal.
- Leading SAPIK to new heights and becoming a leading profession in South Africa.
- Ensure that more members adhere to the CPD regulations and more members pass the CPD audit within the first round.
- Being able to have more plans in place to increase financial income in order to appoint another person to just work with CPD and all its aspects.
- Completing more practice visits so that we can ensure that a positive image of our profession is out there in the public and to inform practices how they can improve to be more in line with SAPIK's regulations.
- Marketing material - by providing our members the opportunity to buy different items directly from SAPIK. Implementing the process and making sure that it works and is streamline.
- To start marketing at expo's. By making sure that when the opportunity presents itself, we as SAPIK will be ready.

SAPIK's new goals are:

- Keeping SAPIK registered with SAQA. This includes the re-registration process as our 5-year registration is coming to an end during 2023.
- Launch SAPIK's first ever roadshow.
- To register SAPIK as part of 'n professional body.
- Develop an RPL regulations that is up to the standard of SAQA requirements.
- Develop and present our first SAPIK learning activity.
- To improve the relationship between training institutions and practical institutions to streamline training and provide the best training environment.
- To market our profession more on all available platforms.
- Improve the transformation of SAPIK with regards to fostering diversity and inclusion.
- Good financial planning of SAPIK funds to plan for the future.
- Assisting in the transition from 3-year degrees to the newly planned 4-year professional degrees in Kinderkinetics.
- Building an international footprint.

Transition of the newly elected SAPIK Board

SAPIK elected a new Board at the 2022 AGM. It is a vulnerable time for a Professional body during the initial transition months. SAPIK had a process in place where the initial Board had to hand over to the new Board members over a period of time and also be available for assistance. Where problems arose, the Board quickly handled the situation and moved forward towards their goals.

SAQA registration and changes

During the past 12 months a lot has happened with regards to SAPIK's registration with SAQA. The current registration was supposed to end in May 2023, but was extended to September 2023 by SAQA. SAPIK filed the re-registration papers to SAQA. Currently we are awaiting the result of our re-registration application.

New 4-year professional qualifications in Kinderkinetics

Universities are moving towards offering 4-year professional qualifications instead of the 3+1 qualifications. Currently the NWU and SU are in the process of developing and registering their 4-year qualifications in Kinderkinetics. No definite implementation date in either institution. SAPIK will keep all our members up to date as soon as we receive more information.

Registered member numbers at SAPIK

Over the past decade, the number of Kinderkinetici registered with SAPIK has increased strongly and linearly. However, over the past few years the registered member numbers have seemed to enter a slight plateau. Various reasons can include:

- Less training institutions leading to smaller graduate numbers,
- Smaller honors groups due to the COVID-19 pandemic,
- Members moving into other professions such as teaching and
- Members moving abroad

Dr. Barry Gerber urges members to keep registering with SAPIK and be proud of our profession.

SAPIK finances

SAPIK's finances have been well managed over the past year. SAPIK does not only save up to be prepared for what the future might hold, but also spends money responsibly for the purpose of taking SAPIK and Kinderkinetics to new heights. SAPIK is also in the process of opening sub - bank accounts to invest finances accordingly.

Why should you register with SAPIK?

- Administration Officer Salary
- Administration fees: Telephone
- Website fees
- Bookkeeping services
- Legal fees
- Medical malpractice insurance
- Marketing campaigns
- SAQA registration fee
- Transformation campaigns

Professional conduct of members in practice

SAPIK have been informed by members that they have received negative attitudes and/or feedback from schools and people from the public when they visited schools and during marketing campaigns, due to unprofessional conduct of other members in the past. This is a major concern to SAPIK. From a professional perspective and a level of experience perspective, we understand that everyone needs to grow within themselves. Be sure that when you make comments, that you have the necessary facts and science behind them. Always be friendly and understanding, even in situations where you believe you are wrongfully accused. If there are situations where you realize you might be out of your comfort zone or that you are currently unable to answer or provide input, always

- Handle situations professionally and correct
- Ask for assistance
- Contact more experienced members and / or SAPIK

SAPIK transformation

In the past 10 years, SAPIK has strived to put a lot of effort, within the capabilities of SAPIK, to promote inclusivity of the total population within SAPIK registered and trained members. SAPIK has been mandated by SAQA to improve their transformation, including changing our transformation document, from “Transformation plan” to “Transformation policy”. SAPIK will have to improve their Transformation status with regards to the following:

- Members trained
- Members registered
- Members serving on the SAPIK Board

SAPIK has identified 3 programmes that will be implemented annually to improve the SAPIK Transformation status including the following:

- SAPIK roadshow, where SAIK will visit a certain area where awareness will be done to the public, at kindergartens, primary schools, and high schools. Furthermore, universities and training centers will be visited in the area to promote training opportunities for prospective students.
- SAPIK providing, funding (bursaries) to specific students to complete their studies in Kinderkinetics.
- SAPIK provides specific training opportunities, specific to prospective assistant Kinderkinetici at specific Universities.

Members' feedback during surveys

Dr. Barry Gerber urges members in providing feedback during surveys as this can assist SAPIK in the following:

- Becoming a better Professional Body
- Completion of various surveys by members to generate the necessary information to be used in future planning.
- 10-15% feedback
- Please assist SAPIK

2. STANDING COMMITTEES

2.1 TRAINING COMMITTEE (DR. EILEEN AFRICA)

Dr. Eileen Africa provides the following feedback regarding the Training committee:

2.1.1 ARTICLE OPPORTUNITIES

For 2023 all three the article opportunities will be open for the whole year, so that SAPIK members can complete the opportunities at their own pace. SAPIK members should take note that the cut-off date for the articles is 30 November 2023. Articles should be answered via the Google forms supplied by SAPIK at the beginning of each article opportunity.

The three articles for 2023 are:

FIRST ARTICLE OPPORTUNITY	
Accredited	The effectiveness of gross motor interventions in improving motor function in childhood apraxia of speech
Ethics	The Ethics of Childhood Obesity Treatment

SECOND ARTICLE OPPORTUNITY	
Accredited	The effects of 10-week integrated neuromuscular training on fundamental movement skills and physical self-efficacy
Ethics	SAPIK Ethical Guidelines

THIRD ARTICLE OPPORTUNITY	
Accredited	Comparison Exam of Gallahue's Hourglass Model and Clark and Metcalfe's the Mountain of Motor Development Metaphor
Ethics	Children as an afterthought during COVID-19: defining a child-inclusive ethical framework for pandemic policymaking

2.1.2 DIVERSITY AND TRANSFORMATION

The amount of registered Kinderkinetici for 2021, 2022 and 2023 are as follows:

	White	Coloured	Black	Indian	Total
2021					
Female	179	2	2	1	184
Male	5	0	0	0	5
					189
2022					
Female	176	3	2	0	181
Male	4	1	0	0	5
					186

2023					
Female	189	2	3	0	194
Male	4	1	0	0	5
					199

The amount of registered Kinderkinetici in training in training for 2023 are as follows:

	White	Coloured	Black	Indian	Total
NWU					
Female	16	0	1	0	17
Male	1	0	0	0	1
Total					18
US					
Female	12	0	0	0	12
Male	0	0	0	0	0
Total					12

The amount of registered Assistant Kinderkinetici in training in training for 2023 are as follows:

	White	Coloured	Black	Indian	Total
Female	8	0	0	0	8
Male	0	0	0	0	0
Total					8

2.1.3 TRAINING IN TEST BATTERIES

There is a procedure in place where SAPIK members should notify SAPIK when they are due for training in test batteries. From 2022 until currently 0 members have indicated that they require training in test batteries.

2.1.4 TRAINING AT VARIOUS TRAINING INSTITUTIONS

Both the North West University and Stellenbosch University are restructuring their degrees within the Kinderkinetics programme. Unfortunately more information regarding this cannot be disclosed and is set to follow at a later stage.

2.1.5 IN-PRINCIPLE MINIMUM STANDARDS

In order to align all training institutions in terms of the knowledge, skills and behaviours expected of a prospective Kinderkineticist various meetings have been held to draw expertise and input from different role players. More information regarding this will follow at a later stage as this is still a work in progress.

2.1.6 RPL

The Training Committee has been working on a new RPL process as per requirement of SAQA. An application form for the RPL process has already been compiled. The RPL Toolkit is however still a work in progress.

2.1.7 INCOME INITIATIVE

The Training Committee is working on a face-to-face workshop for an income initiative for SAPIK. This will comprise of a 5-6 hours/half day workshop. After an initial presentation, options of an online version will be discussed and planned.

Dr. Eileen Africa uses this platform to thank the Training committee members for their commitment and hard work throughout the year.

2.2 PRACTICE FORUM (MRS. WILMARI WOEST)

Mrs. Wilmari Woest provides the following feedback regarding the Training committee:

2.1.1 Practice visits

All practices on the 2022 list were visited successfully as well as all newly elected SAPIK Board members' practices were visited during 2022. SAPIK has received an overall good compliance rate from practices that were visited. The new practice visit

list for 2023 has been approved and members should be on the look-out for communication from SAPIK with regards to this.

2.2.2 Practice visit documentation

Practice visit documents get updated on a regular basis. All practice visit documentation was updated last year following the practice visits and it was updated again for 2023. Practice visit documentation was split between South Africa and Namibia because of different regulations in each country. The Practice forum strives to keep the practice visit documentation as updated and user-friendly as possible.

2.2.3 Testimonials

The testimonial document was updated to be more user-friendly and to improve it's accessibility. The new version of the testimonial document was approved at the February 2023 Board Meeting and has been sent out to all registered SAPIK members. It is now available in the following ways:

- A fill-in hardcopy
- A Google form (accessible via a link)
- A QR code which sends the user to the Google form

SAPIK members are urged to make use of these documents.

2.2.4 Registration lists (members and practices)

During the 2022 registration period there were a lot of members that did not indicate where they are employed and this caused the membership lists to be inaccurate and incomplete. The Practice Forum has therefore diversified the membership lists which were used during the 2023 registration. The following lists are now being used:

- General members list (all registered members are on this list).
- Practice list (all SAPIK registered practices are on this list as well as the persons who work at these practices.)
- Kinderkineticists in schools (all members who indicated that they are employed by a school or work at a school).
- Assistant Kinderkineticists (members who completed the Kinderkinetics Internship workshop and are assistants).

- Kinderkineticists in training (all honours students at the relevant training institutions).

It is our aim to keep these lists as updated and accurate as possible so that it is easy for the public to find a registered Kinderkinetics practice or Kinderkineticist in their area. We would like to ask that all members have a look on SAPIK's website and please report any mistakes etc. to the SAPIK office.

2.2.5 Cost recommendations

The aim with SAPIK's cost structure is to get as close as possible to the HPCSA structure for professions similar to Kinderkinetics. Also to make our profession competitive and market-related. However, this is only a recommendation document. There are 2 recommendation documents – one for South Africa and one for Namibia. The Practice forum is working on a cost recommendation for Training institutions as well as Community work.

2.2.6 Online practice visits

This is a new initiative from the Practice forum. It was developed to check-in on practices from time to time thus to reach more practices during the year. It will be an informal practice visit and everything will be conducted online. Our vision with this is to have better insight and connect with practices to assist in areas where they might have needs. The check-in will be followed with a formal practice visit the next year. We are in the testing period and hope to launch it soon.

2.2.7 Area Representatives

The aim of the area representative is to help with the improvement and maintenance of open communication between the Practice forum, the SAPIK Board and what is happening in practices on the ground. This process has been started and an SOP has been written and designed. These area representatives can also be used to help with practice visits (if the need arises). Furthermore, these representatives will be responsible for providing feedback to the Practice forum committee of what is happening on the ground and where they can assist. This initiative is still in the planning process and SAPIK hopes to get the ball rolling soon.

2.2.8 Practice forum CPD workshop

As part of a new income initiative for SAPIK, the Practice forum has decided to develop a workshop on everything practice related. Various training institutions have given their input into this regard. The aim of the workshop is to have it available to all registered members so that they can gain CPD points. It will be available on SAPIK's

website and accessible at any time. This is an idea which is still in its planning phase, and the Practice Forum is very excited about it.

2.2.9 Basic apparatus list

A basic apparatus list was compiled by the Practice forum to help first time practice owners identify critical apparatus and equipment to have when starting a practice. The basic apparatus list will also be used during practice visits to ensure that all practices comply with the minimum recommendations of apparatus that is necessary to run a practice successfully and that is needed to present a wide range of programmes. The basic apparatus list will be available on SAPIK's website soon.

2.2.10 Letters sent to members

A letter was sent to SAPIK members in February this year regarding information on the safe storing and destruction of personal and confidential information (clarity and guidance were given to members on how to safely and securely store personal and confidential information of clients by using guidelines from the HPSCA as well as other professional bodies. There was also information on destroying personal and confidential client information).

A letter on information regarding the treatment of honours students (complaints as well as questions were received with regards to when interviews can be held, how to approach the honours students as well as a list of do's and don'ts) and the ethical aspect around this was also sent to members.

SAPIK members are urged to take serious note of these two letters.

Mrs. Wilmari Woest uses this platform to thank the Practice forum committee members for their commitment and hard work throughout the year.

2.3 FINANCIAL COMMITTEE (MR. HEINO KEYSER)

Mr. Heino Keyser provides the following feedback regarding the Financial committee:

2.3.1 Budget 2022

BUDGET SUMMARY 2022		
Income	R359 690,00	R327 692,04
Salaries	R92 084,27	R92 084,27
Marketing	R18 000,00	R6 250,00
Running cost	R25 152,00	R11 598,60
Assets	R10 000,00	R0,00
Professional expenses	R214 320,00	R122 326,72
TOTAL INCOME	R359 690,00	R331 069,28
TOTAL EXPENSES	R359 556,27	R228 882,35
Surplus	R133,30	R102 186,93

2.3.2 Financial statements 2022

The 2022 financial audit has been conducted successfully and the statements are available from the SAPIK office upon request.

2.3.3 Budget 2023

<u>Budget 2023 (1 Jan- May)</u>		
INCOME/EXPENSES	BUDGET AMOUNT 2023	CURRENT STATE
INCOME		
Kinderkineticist 205 x R1250.00	R256 250.00	R241 160.00
Kinderkinetic Practice registrations 60 x R200	R12 000.00	R18 200.00
Kinderkineticist in training + Assistant in training 24 x R160	R3 840.00	R3 040.00
Rent income: Current account	R1 000.00	R746.91
Rent (Liquidity)	R12 000.00	R18 225.24
Fines and penalties	R2 000.00	R9 000.00
Annual General Meeting		R0.00
Business savvy income	R25 000.00	R0.00
CPD income	R50 000.00	R9 420.00
Selling marketing material	R12 000.00	R0.00
Other income	R0.00	R15 080.00
Petty cash income	R500.00	R0.00
	R374 590.00	R314 872.15

SALARIES		
<u>Administrative officer</u>		
12 x R7473,95	R89 687.40	R30 165.60
Administrative officer Year-end Bonus	R1 500.00	R0.00
WVF (1% of salary)	R896.87	R301.66
	R92 084.27	R30 467.15
MARKETING		
Marketing material (SAPIK)	R6 000.00	R500.00
Marketing (baby and me)		R0.00
Pre-ordered marketing material	R6 000.00	R0.00
Graphical design of newsletters	R3 000.00	R0.00
Online platform for courses (Annual fee)	R3 000.00	R0.00
Roadshow	R20 000.00	R0.00
	R38 000.00	R500.00
ASSETS		
Assets	R6 000.00	R0.00
Wifi router		R0.00
Cell phone		R0.00
	R6 000.00	R0.00
RUNNING COST		
Banking fees	R1 800.00	R838.00

Internet banking R130x12	R1 900.00	R0.00
Courier deposit for deliveries	R3 000.00	R0.00
	R6 700.00	R838.00
WEBSITE		
Monthly fee (R400 x12)	R4 800.00	R590.00
Ad-hoc website upgrades	R7 000.00	R0.00
Website (1220)		R0.00
		R0.00
	R11 800.00	R590.00
TELEPHONE/DATA EXPENSES		
Cell phone airtime (R80.00x12)	R960.00	R0.00
SAPIK Cell phone Data	R200.00	R0.00
200GB Google Drive Space	R468.00	
SAPIK phone line cost (R127.00 x 12)	R1 524.00	R0.00
	R3 152.00	R0.00
OFFICE EXPENSES		
(Cartridges, paper, stationary)	R3 500.00	R0.00
	R3 500.00	R0.00

PROFESSION EXPENSES		
SAPIK registration certificates	R800.00	R0.00
(R20/certificate's x 40 new registrations)		
Language editing and translation	R5 000.00	R0.00
Auditors fee	R10 000.00	R0.00

Legal fees	R30 000.00	R0.00
Petty cash	R1 000.00	R0.00
Travel allowance for board members	R6 000.00	R0.00
(R1 500 per meeting x 4 meetings)		
Lodging during board meetings R2000.00/meeting x 4 meetings	R8 000.00	R0.00
Airline tickets	R1 800.00	R0.00
Board meetings food and beverages (muffins)	R5 000.00	R0.00
Board meetings food and beverages (11 x R120pp) x 4 meeting		R0.00
Meetings and office beverages 2022		R0.00
Meeting expenses (AGM)	R8 000.00	R0.00
(Food and beverages @ R85pp x 100 members)		
Bosberaad Accommodation	R5 000.00	R0.00
Bosberaad Food	R1 500.00	
Marking of articles	R10 000.00	R0.00
Professional liability insurance (PIFRS)	R50 000.00	R50 330.00
Unforeseen expenses	R7 000.00	R23 517.30
SAQA Food		R0.00
Coffee, tea and sugar holders for office		R695.00
CIPC Registration		R0.00
Petrol claims for practice visits		R0.00
Practice visit accommodation		R0.00
Board member Certificates		R0.00
Replace 15 year certificates that broke during courier		R0.00
Resent courier fee for broken 15 year certificate		R0.00
Certificates 15 years		R0.00
SAQA Documents		R0.00

Accreditors	R2 000.00	R0.00
SAPIK Insurance (Assets and liability cover) R560 x 12	R6 720.00	R2 288.24
SAPIK insurance (Access payments)	R3 000.00	
Samaritan fund (+-10 members) +-10% surplus 12500	R12 500.00	R0.00
SAQA Registration	R15 000.00	R10 000.00
	R214 320.00	R86 830.54

BUDGET SUMMARY		
Income	R359 690.00	R314 872.15
Salaries	R92 084.27	R30 467.26
Marketing	R18 000.00	R500.00
Running cost	R25 152.00	R1 428.00
Assets	R10 000.00	R0.00
Professional expenses	R214 320.00	R86 830.54
TOTAL INCOME	R359 690.00	R314 872.15
TOTAL EXPENSES	R359 556.27	R86 830.54
Surplus	R133.30	TBA DEC 2023

2.3.4 Financial state up to 13 May 2023

Summary		
INCOME		R 296 672.15
Membership fees	R241 160.00	
Students in training	R3 040.00	
Rent income (Current)	R746.91	
Rent income (Liquidity)	R18 225.24	
CPD income	R9 420.00	
Penalties	R9 000.00	
Other income	R15 080.00	
Business Savvy	R0.00	
Petty cash income	R0.00	
EXPENSES		-R 168 465.80
General expenses	-R86 830.54	
Banking fees	-R838.00	
Salaries	-R30 467.26	
Petty cash expenses	-R0.00	
Indemnity Insurance	-R50 330.00	
Surplus		TBA DEC 2023
Current Bank Balance (12 MAY 2023)		R388 970.00
Liquidity account (12 MAY 2023)		R593 613.10
Petty cash		R -
SAPIK total financial asset on MAY 2023		R982 583.10

2.3.5 Audited financial statements 2023

The 2023 financial audit will be conducted in 2024 to reflect 2023's audit report.

2.3.6 Transformation account

SAPIK is in the process of opening three (3) sub-banking accounts for the following purposes:

- Transformation funds
- Samaritan fund
- Marketing funds

2.3.7 SAQA yearly registration fee

A new system has been put in place by SAQA where SAPIK will pay a fee of R7.00 per registered member instead of the current R10 000.00 rate per year. SAPIK will thus pay less than what we are currently paying on an annual basis. The new system will only be in place as from 2024.

2.3.8 Samaritan fund

The Samaritan fund was established in 2022. This was established to assist members with yearly registration fees where needed. The necessary documents and process can be found on the SAPIK website in order to apply for assistance. The forms include the following:

- Application form
- Criteria form
- Financial information non-disclosure form

So far no applications have been received for the Samaritan fund.

2.3.9 Registrations 2019 – 2023

The 2019-2023 registration numbers reflects as follows:

Registered Kinderkinetici

	2019	2020	2021	2022
Jan	13	24	13	26

Feb	58	31	49	66
March	106	131	127	93
April	6	4	2	1
May	1	3	0	0
June	1	5	0	0
July	2	0	0	0
Aug	0	1	0	0
Sept	1	0	0	0
Total	188	199	189	186

Registered students in training

	2019	2020	2021	2022
NWU	16	16	6	14
SU	12	10	12	12
Total	28	26	18	26

2.4 ETHICS COMMITTEE (DR. ODELIA VAN STRYP)

Dr. Odelia van Stryp provides the following feedback regarding the Ethics committee:

2.4.1 Ethical guidelines

No changes have been made to the Ethical guidelines during 2022. After updating the SAPIK Constitution, attention will be given to other official SAPIK documents.

2.4.2 Ethical cases

During the past year SAPIK has handled 7 ethical cases. They are divided into the following:

- 6 resolved cases
- 1 ongoing cases

2.4.3 Income initiative

The Ethics committee is working on a CPD opportunity for SAPIK members to complete for ethical points. The SAPIK Ethical guidelines will be designed into an interactive PowerPoint presentation which will be available on the SAPIK website. SAPIK plans to launch this initiative in 2024 and members will receive 2 ethics points upon completion of it.

Dr. Odelia van Stryp uses this platform to thank the Ethics committee members for their commitment and hard work throughout the year.

2.5 CPD COMMITTEE (MRS. LAUREN BATH)

Mrs. Lauren Bath provides the following feedback regarding the CPD committee:

2.5.1 Article opportunities

The dates when article opportunities for 2023 opens are as follows:

- 1 March 2023
- 1 June 2023
- 1 September 2023

These opportunities will be emailed to all members. SAPIK members should ensure that they are using the correct Google Form when answering each article. Members should also remember to send their proof of payment and declaration to sapikinfo@gmail.com

All article opportunities will now be available all year and ends on 30 November 2023.

2.5.2 Workshop list

The CPD workshop list is currently being updated to ensure that all the links work properly and all courses are still available. The updated version will be available online soon.

2.5.3 CPD audit

The CPD audit that was conducted in 2022 (auditing 2021 points) has been completed successfully. 10% of the registered SAPIK members were randomly selected, as well as all board members (as it was a newly chosen board) for the mentioned CPD audit. The audit for this year is scheduled to take place in October 2023. If members are selected to be audited for their 2022 points they will be notified via email by SAPIK. SAPIK members are urged to keep track of their CPD points on the Learning Activity Record forms updated. SAPIK will only accept SAPIK CPD certificates for audit purposes.

2.5.4 New CPD audit system

As previously communicated, all SAPIK members will be audited as from 2024. There is a new CPD audit system that the CPD committee is working on, to be implemented next year. The process for this will be communicated to members as soon as it has been finalised. It is important to note that it will still be necessary for all members to keep track of their own CPD points on the Learning Activity Record Form. The new idea is that the SAPIK administrator will keep track of all members' points as CPD certificates are sent out. When the CPD audit is scheduled to take place, the system will automatically total up all accredited and ethical points for each member. SAPIK members who have not gained the required number of points will be notified. To make the tallying of points easier, the SAPIK Board has agreed that from 2024 the CPD year will run from 1 January – 31 December. This will eliminate the confusion of points gained in January and February. Due to this the SAPIK Board has decided that the 2023 CPD year will run from 1 March 2023 – 31 December 2023, to ensure the next year started in January. To account for this, members are only required to gain only 15 accredited points and 4 ethics points for 2023.

In 2024 this will return to the normal 20 accredited and 6 ethics points.

2.5.5 Income - PhD initiative

SAPIK members with their PhD in the field of Kinderkinetics have been selected to compile a presentation on their research, as well as questions to be answered by SAPIK members. This is compiled as a SAPIK CPD opportunity and will be available on the SAPIK website. It is yet another opportunity for members to gain CPD points

Members will pay R150.00 to complete this opportunity and will receive 2 accredited points per opportunity. When this opportunity is available on the website members will be notified. SAPIK members will watch the PhD presentation and answer questions based on the research via a Google Form. The first PhD presentation will be by Dr Barry Gerber.

2.5.6 AGM CPD point allocation

For attending this year's AGM, SAPIK members will receive 3 accredited and 1 ethics points and for attending the Business savvy afterwards they will receive 2 accredited and 1 ethics point.

2.5.7 CPD exemption due to illness

A new application form was designed for SAPIK members who wish to apply for the exemption of CPD points due to illness that prevents them from practicing for a longer period than one month. This will be added to the website soon.

Mrs. Lauren Bath uses this platform to thank the CPD committee members for their commitment and hard work throughout the year.

2.6 MARKETING COMMITTEE (MS. LUCHELLE GROBLER)

Ms. Luchelle Grobler provides the following feedback regarding the Training committee:

2.6.1 Marketing videos

All the new video's have been uploaded to the SAPIK website as well as SAPIK's Youtube channel. SAPIK members are urged to share these video's with clients, schools and they can also use these video's their social media pages.

2.6.2 Merchandise to be sold on the SAPIK website

New merchandise with the KINDERKINETICS logo has been ordered and SAPIK members will be kept updated on the process of ordering material. Merchandise includes the following:

- Notebooks
- Drawstring bags
- Key chains
- Water bottles
- Stress balls
- Ball point pens

2.6.3 Awareness Week

SAPIK would like to thank members for their honest feedback with regards to the 2023 Awareness Week content. The feedback is being valued.

2.6.4 Paper Marketing

SAPIK is well on track with its YOUR PREGNANCY AND BABY magazine content. We are always striving for more publicity and to market Kinderkinetics to the public.

2.6.5 Social Media Advertising

SAPIK has two social media platforms, namely Instagram & Facebook. Anyone can like and share the pages and content. SAPIK encourages all practices to make use of social media platforms to share educational information and to create awareness. Please remember and make use of our hashtags on social media:

Compulsory: #Kinderkinetics_SA

Service descriptions on Facebook:

- Medical and health
- Professional service
- Health and wellness

SAPIK also has a closed member group on Facebook. This page is for registered SAPIK members only. Important information from the SAPIK office is communicated on this page.

2.6.6 Marketing Committee Members

Unfortunately one of the members withdrew from the Marketing committee. SAPIK is in the process of recruiting a replacement. Members who are interested can contact the SAPIK office.

Ms. Luchelle Grobler uses this platform to thank the Marketing committee members for their commitment and hard work throughout the year.

3. POINTS FROM MEMBERS

3.1 The amount of students that is being selected for honors programmes yearly is not sufficient for South Africa – is SAPIK planning on attending to this issue?

Firstly please keep in mind that the amount of students selected for the honours programme is determined by each University's own rules and regulations as well as their capacity to train a certain number of students. We pride ourselves on providing a very in-depth and personal course and as such, cannot only focus on numbers. However, one of the new initiatives is to have a SAPIK coordinated roadshow in which we will raise awareness on Kinderkinetics and seek out Universities to have talks for future plans on training Kinderkinetici at more Universities in South Africa.

Secondly, it also needs to be taken into consideration that not all Kinderkinetici who are trained, immediately enter the workforce. Some of them go abroad, or continue their studies. This also makes it difficult to determine how much is needed in terms of demand. After the COVID-19 pandemic, there was also a surge in demand for Kinderkinetici after the world moved back to normal functioning, however this increased demand will level out again in 2-4 years. To conclude, SAPIK is monitoring the situation and is working with the various stakeholders to make the best calculated decisions in this regard.

3.2 What is the plan of action ahead regarding students who are not fully qualified when entering a position at a practice?

As we all have finished our qualifications at University, we all know how the process works. In layman's terms, if you don't pass, you cannot move on. This unfortunately, as we all know, is the responsibility of the students themselves. With regards to final years, which includes the Kinderkinetics honours students, they have sufficient opportunities to pass their final year. They have a first and second exam opportunity and if necessary, under certain requirements, they have a third opportunity to pass their last subject if necessary. The latter only occurs in January of the next year. This is the case for all professions and qualifications. If you fail, you cannot receive your qualification and in turn you cannot work. It is therefore the responsibility of the student to complete their studies in the required time. If you hire a student, provide support and hold them accountable to pass their studies. Place clauses in your employer/employee contracts to accommodate for these instances.

3.3 Some practice owners are “stealing” Kinderkinetici from practices instead of advertising a position – what is the ethical aspect thereof?

- Head hunting is not unethical or illegal.
- SAPIK guidelines for holding interviews with honours students should be followed (a letter in this regard has been sent to all registered members), but SAPIK cannot stop a practice from head hunting another Kinderkineticist.

- Look after your staff and have open communication lines.
- Place clauses in work contracts to protect your practice from these situations.

3.4 What does the scope of practice of our profession look like within the framework of the new 4-year degree (NWU and possibly SU)?

The scope of practice will remain the same, students will only be looking at these components in more depth throughout the 4 year period. Making for better equipped Kinderkineticists in the workplace.

3.5 Currently there is confusion in the paediatric field about exactly what our 'scope of practice' entails. Could we perhaps update/revise the scope of practice document?

This document was recently revised and will be placed on the website for the public to view.

3.6 Suggestion for a possible Zuma year and a mentor program for graduate students where experienced practitioners can mentor and guide young practitioners (especially people who work for themselves) when they experience problems in practice.

This situation is however far more difficult to overcome than just introducing new initiatives, like zuma years and internships. These initiatives require far more legal steps and planning.

Although certain professions beyond Kinderkinetics, are registered with statutory bodies, we can't always compare ourselves to one another. We can however learn from one another and see what we can improve to improve the quality of graduates.

One thing that needs to be remembered is that we all went from our studies, to either working within a practice for someone else or opening our own practices. We all were inexperienced and needed to learn certain lessons the hard way. This is also the case in many other professions. Yes, SAPIK does acknowledge that an internship year might assist to overcome certain aspects and minimize the inexperience of members before they “fully” enter the workforce. However, the main thing that needs to be remembered is that a member also has a responsibility to learn, to ask questions and to make sure they work professionally. SAPIK and training institutions, cannot keep including new initiatives and programmes to overcome each problem that arises, although SAPIK will continue to see what actually can be done to assist in the process.

With regards to the “Zuma year” or “internship year”, SAPIK does not see a way in implementing this. Although it was discussed and plans were put on the table during the 2023 AGM, this will not work within our current structure and funding this will be close to impossible. With a plan put on the table, this initiative will work 100% during

the first and maybe the second year. From thereon, practices would have invested in their members and appointed new members after the internships and would not be able to carry around 30 newly graduates by funding these interns from their own income, without offering low salaries. SAPIK will however keep this in mind during the planning of the new 4 year degrees and during the planning to take SAPIK and Kinderkinetics forward with our immediate and long term goals.

SAPIK will support the mentorship program that the members want to implement and will also look into creating their own version to complement it. This is a great initiative and will provide a platform where newly graduates can learn and ask questions, and be assisted in situations in their practices where necessary.

It is important that practices take in honours students during their practice week each year and invest time and knowledge during that time, not just allowing shadow time, but also involving them in all the processes of the practice. Practice owners can also express their point of view to these students of how important it is to first work for another practice to gain experience or contact an established practice to assist throughout the process. A list of possible mentor practices will be compiled and given to students in their honours year.

OTHER (EXTRA) QUESTIONS THAT WERE ASKED BY SAPIK MEMBERS DURING THE AGM:

Can we not encourage Centurion Academy to train more assistant Kinderkinetici? They really do help a lot in practice and are very well trained in different aspects by the Centurion Academy.

The former Centurion Academy, now registered under a new name, did not train Assistant Kinderkinetici. Students completed a diploma in sport management with certain child development subjects, after which they completed a course presented at the NWU to enable them to work as an Assistant Kinderkineticist. This arrangement has however been discontinued, and CA students are no longer part of the assistant Kinderkineticist training programme due to various reasons that are not allowed to be provided. SAPIK is however in the process of creating new initiatives to produce more Assistant Kinderkineticists in other parts of the country and we will keep you updated on this. One initiative that is in planning is a Roadshow & Awareness campaign to various parts of the country where we will promote kinderkinetics and get more training partners on board.

What is SAPIK planning on doing about Kinderkinetici that is doing our profession harm at schools and in public?

Unless members place an ethical case or complaint with SAPIK, we are unable to assist in this regard. SAPIK can only assist with cases that they are made aware of. Each ethical case that comes in, is taken seriously and handled with care. We have had this situation arise from an ethical case previously and SAPIK follows the ethical guidelines to resolve it, which includes contacting the involved schools to shine a positive light on misinformation and the image of Kinderkinetics.

Does SAPIK understand why its transformation numbers are so low?

SAPIK does know why our numbers of transformation is low and has placed a solid plan in place to correct it over the coming years. This is a slow process as awareness is improved, but we are confident in the new action plan and excited to see the results. Please refer to our Transformation Policy document for more information in this regard.

Our cost recommendation reflects our profession. How will SAPIK ensure that our profession is protected through the new cost recommendation document?

SAPIK has aligned the cost recommendation document with other professions and used the same manner of outline where only a minimum is provided. We encourage members to please provide their price lists to SAPIK to update this document going forward. Procedures have been set in place to assist and monitor practices that are asking lower than the recommendations. SAPIK will also discuss new initiatives suggested by members at the AGM.

Marketing takes up a lot of time from the Marketing committee members. Is there any way that SAPIK might consider appointing a professional person to handle the marketing of our profession?

This point was discussed and declined at the first board meeting for the new board. SAPIK will revisit the idea and discuss it in the October board meeting and feedback will be provided.

Regarding the CPD year that will stretch from 1 January to 31 December each year does this mean that if you only register with SAPIK in February or March due to financial challenges, you only have 9 months to complete your CPD points for the year?

In short, yes the implication is a shorter time period for completing CPD points. However keep in mind that the decision was not taken lightly. There are various and sufficient opportunities available (SAPIK articles, online talks and face to face courses etc.) which can be used to complete CPD points in 9 months.

If you already have enough CPD points for 2023, will you be able to carry the remaining points over to 2024 as the information regarding the amount of CPD points has only been given through at the Annual General Meeting?

The following decision has been made: Any member that has accumulated more than their required CPD point for the 2023 term before the 2023 AGM OR can provide proof that they have committed to/paid for a course later in this year, before the AGM, will be allowed to carry over their CPD points, only once to 2024. However, note that this will be handled on a case by case basis. The communication was given through at the 2023 AGM and therefore any member that chooses to do additional courses in this year, cannot be allowed to carry over CPD points.

Marketing, I just want to know more about, when do you post your posters? Is there a schedule because when I was on the committee, we used to create something cute every week that made it enjoyable to share with clients?

The marketing committee makes use of a social media calendar, which requires a minimum of 3 posts per week. This calendar was followed very precisely up and around the time of the awareness week, where after focus was shifted and a

a member of the committee resigned. With all the added pressure, posts were less, as it is Kinderkineticist in practice that make these posts in their free time. Since 22 May 2023, posts have been resumed and extra added, as well for everyday posts. We are back on schedule and constant content can be expected. Please send through any topics you would like to see, directly to SAPIK.

Regarding the CA academy, I just want to know why there can't be more assistants coming out because I also work with them and hiring one has been very helpful, and they are well trained in other ways.

SAPIK understands the value that assistant Kinderkinetici adds to the private practices and therefore strives to keep training quality assistant Kinderkineticists. However, with regards to the arrangement between Centurion Academy (CA) and SAPIK (through the assistance of the NWU), the training of specifically their students as Assistant Kinderkinetici has been discontinued from 2023. This process took a long time, and the decision was taken after various talks and no amicable agreement could be found which benefited both parties. Furthermore, the decision was based on protecting the Name and Trademark of Kinderkinetics, due to some aspects that SAPIK was not comfortable within the current arrangements and agreements. However, Assistant Kinderkineticist is still being trained and SAPIK is constantly working towards providing new training opportunities in this regard. We are currently in the planning process to implement new initiatives in this regard.

My opinion is that the training remains very much the same, and there are always many rules that we have to follow and adhere to. However, the lecturers who provide the training should also engage in practical experiences to see what is happening in the field. You live in your own world where students have to know, see, and understand what is expected, but first and foremost, I believe lecturers should also know what is happening. For example, how we work with our clients, how our lessons are conducted, administration, finances, equipment, and how we also survive, how we handle employees, etc.

Thank you for this comment. SAPIK understands the concern that you raise, however it is not true that academics are totally unaware of how certain aspects work within the practice environment. Through various initiatives, SAPIK and individuals responsible for training Kinderkinetici, is doing a lot of research in various manners to gather information on concerns and how they can incorporate new initiatives within the training environment to narrow the gap between the training- and practice environments. In this regard, be aware that in the past five years various questionnaires have been sent out to members of SAPIK to complete, to identify the gaps between training and practice. Each time a summary of the feedback was sent to the Training institutions to incorporate this feedback.

However, it should also be mentioned firstly that SAPIK struggles to receive a lot of feedback from members and that makes this process more difficult. Secondly it should be noted that in the training of almost all professions there will be a gap between training and practice. A training institution has a certain responsibility and scope to be performed and/or offered to students and cannot include all the concerns that are found within the practice environment.

Furthermore, there is also only that much time and opportunities to cover all the modules, practical and internship initiatives that are deemed necessary to train a well-

rounded Kinderkineticist that will enter the working world. Therefore, there will always be an aspect that new graduates will lack in terms of experience which is normal, and it is then the responsibility of the newly graduate to gain and learn through hands-on practice and by means of continuous professional development.

That's why I suggest or wonder if it's possible for you to also conduct practice visits together with lecturers, even if it's just for one day or so.

This is a valuable comment and lecturers at the Universities will look into attending a day at a practice. Also, we remind you that the majority of the lecturers are part of practice visits via SAPIK and therefore they are already visiting the practices on another level.

For the new students who are going to work, I open my doors for advice or assistance if they want to learn or shadow or whatever it may be, in order to provide them with an experience about practice. Because it's not just about starting, there is so much that one can learn by working alongside someone.

Thank you, this will be communicated to the Training institutions for discussions.

4. CORRESPONDENCE

None

5. CLOSING

Dr. Barry Gerber closes this meeting by thanking all the SAPIK members who attended and participated in it.

The date and time for the 2024 Annual General Meeting is set for 25 May 2024. Further details regarding the meeting will be announced in due time.

The minutes of this SAPIK Annual General Meeting are hereby accepted and seconded as a faithful and complete version by:

	Name	Signature	Date
Accepted			
Seconded			

