

ITEM	DISCUSSION	ACTION	RESPONSIBILITY
<b>ATTENDANCE</b>	Angela Taylor, Karen De Lore, Luana Kilcullen, Niall Kilcullen, Jocelyn Edmonds, Anna Harmer, Grace Costa. Chair: , Niall Minutes recorder:Jocelyn		
<b>APOLOGIES</b>	Cathy Sutherland, Clint Glendinning, Helen Uzunovsky, Sue Bostock.		
<b>MEETING COMMENCED</b>	7:30pm		
<b>MATTERS ARISING FROM PREVIOUS MEETING</b>	<b>Languages Expo</b> 3:00-6:30, 13 <sup>th</sup> September. Parents will assist activities from 1:30pm. Water stall : proposal for us to sell bottled water (at cost) as a service to families attending. Find out if canteen is interested; we will run it if Canteen does not want to. <b>Languages Week.</b> Grace outlined the program of events, with a different theme each day. Invoices from cultural group visitors (dancers etc) to be sent from Grace to our group for payment as agreed last meeting.	Communicate with canteen	Jocelyn
	<b>Display screens for Languages Department.</b> The group is not willing at this stage to consider funding this request that was made at our last meeting. The possibility of setting up of “TV” screens throughout the school was not discussed at the last P&C meeting.		
<b>New Business</b>	No new items for discussion.		
<b>MEETING CONCLUDED</b>	8:20pm		
<b>NEXT MEETING</b>	22 October 2013, at 7:30pm in the Languages Staff Room		