

**MINUTES LPSG Meeting:**  
Wednesday, 18<sup>th</sup> October 2017



- 1. Meeting Opened:** 7:35pm
  
- 2. Attendance:** Anne, Wayne, Niall, Yaolan, Terena, Jaeik, Rafie
  
- 3. Apologies:** John Pryor, Anne Tumak.
  
- 4. Minutes of Previous Meeting:**  
Wayne moved as true and correct. Anne seconded – carried.
  
- 5. Treasurer Report:** See attached.
  
- 6. Business Arising:**
  - a. Chef's Cooking Class:** This was a great night from all aspects, ie social, community, financial. A profit of \$619 was made. Aim to have once a year and co-ordinate with wine sale so can purchase a few extra cases with the normal order. Send thank-you cards to the Chef, plus the students who setup, did the preparation, stayed and helped and then cleaned up. Get list of names from Jaeik. Ask Anne Tumak if an article can be put in the newsletter. **Anne M. and Terena to action.**
  - b. Scholarship:** Meeting to be held Thursday, 9<sup>th</sup> November.
  - c. GAT Club supply of food:** Language Dept will now supply food and LPSG provide any parent support.
  - d. Year 6 Orientation:** To be held 7<sup>th</sup> Dec. Michael White was contacted to see if LSGP could give a short presentation to the parents but he responded saying it was already a packed presentation with no extra room, however we can hand out fliers and collect emails plus maybe speak at the Yr 7 Information bbq to be held early next year. Decided to have some fliers and email forms, plus get Wayne to speak at the year 7 bbq. Need to inform Michael. **Terena to action.**
  
- 7. New Business**
  - a.** Discussion about how to get higher profile for LPSG at MLSHS. Possibility of issuing a certificate at the end of each Semester to the top Language students. Could put a list of recipients in the newsletter. Have someone at the Assembly from LPSG to present, with a teacher. Certificate to come from the school as the Academic and Merit certificates currently do. Peter Sharat to contact Wayne. **Jaiek to action.**

- b. Wayne to organise a wine Fund Raiser for near the end of term. Marketing of this via John Pryor, LPSG email list and ad hoc eg Coffee Club. Proposed by Wayne. Seconded by Jaeik.
- c. Update from P&C Rep Nail – John Pryor is planning to attend a meeting of each sub-committee. All financial decisions must go via the P&C and have motions. Eg Fund Raising functions must run the correct WACSSO way. Once finalised, details regarding this will follow.
- d. Final meeting to be held at Fitzgerald St Seafood Restaurant (Chinese), North Perth which was Anita Chong's favourite. A 10 minute meeting will be held first then have a meal. Start time is 6:30pm. **Anne to action.** Note to be sent to parents re venue change and RSVP to Anne. **Terena to action.** All language teachers to be invited, plus new Principal, Lesley. **Terena and Jaeik to action.**

#### 8. Teaching Report:

Rafie updated re the Chinese Languages. The senior school is basically completed. Year 12 spoken ATAR exams are done. The China Tour for next year, 1<sup>st</sup> term break, is almost organised. Next Tuesday's parent information night will include the Travel Agent. This year's Tour did not go ahead due to low numbers in year 9 and year 10, with very low numbers in GAT. This is possibly due to illness of key teachers at the time. Hopefully about 20 will attend the tour next year, from yr 9 to yr 11. The numbers have stabilised now to a normal level and there should be enough for the following year's Tour too. Greater class numbers helps with Competition numbers, parent support etc.

Discussion re teacher representation at LPSG meetings – maybe have a rotation of the rep. Possibly LPSG and Language teachers meet early next year - maybe for a morning coffee or 1<sup>st</sup> meeting next year or at the Language Soiree. LPSG aware of minimising out of school time for teachers.

9. Next Meeting: Wed 15<sup>th</sup> November, wk 6.

10.Meeting Closed: 8:35pm

**MLSHS P & C ASSOCIATION  
LANGUAGE SUB-COMMITTEE - CASH BOOK, BANK RECONCILIATION  
& AVAILABLE FUNDS**

Date this report 26/10/2017  
Date last report 23/08/2017

**CASH BOOK**

Cash book opening balance	23/08/2017		3,624.12
<b>Add: Deposits Cooking class fundraiser</b>			1,564.00
Total Deposits			<u>1,564.00</u>
<b>Less: cheques drawn</b>		Chq #	
Soiree reimbursment Mt Lawley School		30	500.00
Chef presented cooking class		31	945.00
Total Cheques			<u>1,445.00</u>
Cash book balance as at	26/10/2017		<u>3,743.12</u>

**BANK RECONCILIATION**

Bank balance as at	24/07/2017		3,624.12
<b>Add: Outstanding deposits</b>			1,564.00
Total Outstanding deposits			<u>1,564.00</u>
<b>Deduct: Unpresented cheques</b>			1,445.00
Total Unpresented cheques			<u>1,445.00</u>
Adjusted balance (agrees with cash book)	26/10/2017		<u>3,743.12</u>

**AVAILABLE FUNDS**

			3,743.12
<b>Less: Committed funds</b>		Motion #	
Language expo		1.00	2,100.00
Presented and paid commitments			-500.00
Total Committed funds to Soiree			<u>1,600.00</u>
Available Funds			<u>2,143.12</u>