

## MINUTES LPSG meeting Wed 27 July 2016

### Meeting opened:

7.35pm

### Attendance:

Wayne, Yaolan, Jaeik, Romina, Nami, Terena, Vimol, Anne, Vanessa

### Apologies:

Flick, Rosanna, Mitch, Jon, Jenny

### Minutes of Previous Meeting:

Moved as true and correct Yaolan seconded Romina – carried.

### Treasurer Report:

See attached: cheque book issues getting cheques signed – P&C President Jo Furness will obtain required signatures and send cheque; 4 signatories (Mark P&C Treasurer, Suzie Barnes, Sue Faranda and Jo Furness who works opposite Romina); **Wayne to action** follow up with Milton Butcher; total invoices \$650 received from expo - \$1765 committed including Sumo.

### Business Arising:

Rosanna not receiving emails – **Anne to action** check list and ensure updated email added; Terena sent updated support group page to add to website for parents to click on link and indicate interest to join. Jo requested put motions after minutes – need to be clearer – **Anne to action**.

### New Business:

GAT Orientation Day mid Aug – may be opportunity to promote committee. **Anne to action** email Suzie Barnes re morning tea help and offer to hand out fliers – Terena has stack with box and sign up forms. Vanessa and possibly Terena to help out. **Anne to action** email thanking Darryl Ferguson for support on committee and being rep for P&C. He sent lovely letter thanking committee and Languages staff for all the 5 years of support for his daughter Tiana who is still studying Chinese at uni and her genuine love of languages as a result. Rosanna no longer able to be P&C Rep – need to appoint another Rep – can send report straight to Jo Furness – unable to have Rep at last P&C meeting – need to send 1/2 lines – Niall will liaise if he is attending P&C meeting. Motion put forward by Wayne for Terena to write report and send to Jo Furness - seconded Yaolan – all in favour. **Action Terena to do report for P&C meetings**. Xmas Carols: Andrew requesting input from LPSG to support 1<sup>st</sup> Fri in Dec event – discussed options to assist – suggest carols be sung in all studied languages e.g. one song be sung in English, then one verse in each other language studied and final verse/chorus in English – **Jaeik to action and feedback to teachers of languages**; suggestions of cultural foods e.g. preordering pizzas – **action Romina to investigate if viable** and **Yaolan to action further d/w Andrew** – other options of plate to share/ give away food/ fundraising opportunities/dumplings/spring rolls/drinks/sushi – need numbers to cater. Film fundraiser – Flick indicated Music Committee already doing this term 3 – discussion resolved too much to fit two film nights this term – **Anne to action see if Oct/early Nov term 4 possible** – otherwise too many other activities. Scholarship: idea of

possibly \$100-200 suggested to show support to language students, increase languages profile and promote languages – need to put languages on the map more similarly to music via Art Auction – discussed possibilities of middle school/senior school/final year student award at assembly – needs to be equitable across all languages but needs further discussion and involvement with school administration. Could be application process and go towards school overseas language tour for fare, spending money – possibly aim at year 10 to pay languages fee for top student, most improved student – fundraising ideas discussed e.g. Nobu chef cooking class, French/Japanese chocolate making maybe pre Easter 2017, wine fundraiser. Resolved to consider options for increasing fundraising income and consider scholarships/languages for year 10 continuing into year 11/12.

### **Teaching Report:**

Thanks for help at expo and committee; 26<sup>th</sup> Sept GAT Club Day – visiting Confucius Institute to learn about Chinese culture; Japanese and Italian students currently visiting; Sep Italian tour; Jan 2017 Japan tour; Sep 2017 Korean tour; Grace Costa on long service leave 5 weeks – Louise Chapman acting Head of Department.

### **Next Meeting:**

Wed 24/8/16 7.30pm

### **Meeting Closed:**

8.53pm

### **Motions:**

Motion put forward by Wayne for Terena to write report and send to Jo Furness - seconded Yaolan – all in favour.

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

**CASH BOOK**

<b>Cash book opening balance 1/6/16</b>		2,807.57
<b>Add: Deposits</b>		
10/06/2016	Cake stall fundraising	236.90
13/06/2016	Wine Fundraiser	540.00
	Total Deposits	<u>776.90</u>
<b>Less: cheques drawn</b>		
	(Normally would list each)	Chq #
		0.00
	Total Cheques	<u>0.00</u>
<b>Cash book balance as at 27/7/16</b>		<u>3,584.47</u>

**BANK RECONCILIATION**

<b>Bank balance as at 27/6/16</b>		3,584.47
<b>Add: Outstanding deposits</b>		0.00
<b>Total Outstanding deposits</b>		<u>0.00</u>
<b>Deduct: Unpresented cheques</b>		0.00
<b>Total Unpresented cheques</b>		<u>0.00</u>
<b>Adjusted balance (agrees with cash book)</b>		<u>3,584.47</u>

**AVAILABLE FUNDS**

		3,584.47
<b>Less: Committed funds</b>	Motion #	
Language exj	3.00	1,765.00
<b>Total Committed funds</b>		<u>1,765.00</u>
<b>Available Funds</b>		<u>1,819.47</u>