

MINUTES LPSG meeting:

Wednesday, 23rd August, 2017.

1. **Meeting opened:** 7.32pm
2. **Attendance:** Romina, Wayne, Jaeik, Rowena, Terena, Anne
3. **Apologies:** Yaolan, Jenny
4. **Minutes of Previous Meeting:** Terena moved as true and correct. Anne seconded – carried.
5. **Treasurer's Report:**
See attached. Available funds \$1,024.12. Still waiting for some Language Expo receipts the school has paid.
6. **Business Arising:**
 - 1) Scholarship – committee will meet when Yaolan back from overseas. Scholarship will aim to be implemented next year.
 - 2) GAT Club supply of food – Suggestion was made that this could now be passed onto the GAT committee, as that is a committee specifically setup for GAT students, where the Languages committee is for all language students. Notify Louise. If GAT committee does not take this on, we will continue. **Terena to action.**
 - 3) Language Expo feedback. There was a discussion about the possibility of LPSG assisting the Language Department in planning the Expo. This process could start in Term 1. Possibility of using parents to approach and invite primary schools. Maybe extend a specific invitation to upcoming GAT students.
 - 4) Chef's Cooking Class – September 21st
Draft details are:
Chef, who runs Hansik in Willetton, is donating his time for this event. Max 30 people. Start at 6.30pm with formal class starting at 7pm. Charge \$80/couple and give half to the Chef. Suggested menu: Sushi, Teriyaki chicken, Miso soup. There is 1 case of red and 1 case of white wine available for sale. Will sell as @ \$5 / glass or \$15 / bottle. Wayne has paid for the 2 cases @ \$130 / case so \$60 has already gone into fund raising. Wayne to be reimbursed at end of or after event. Romina will be in charge of the wine sales. Will include to bring a wine glass on invitation, but Wayne and Romina will also bring some glasses. **Wayne and Romina to action.** Jaeik has kindly volunteered to: Book cooking classroom for the event / Finalise pricing with the Chef / prepare a draft flyer / send flyer to whole Language school list / ask Suzie to put details on MLSHS Facebook page.

Jaeik to action. After the event put some blurb about it in the School Newsletter. **Terena to action.**

7. **New Business:**

- 1) Wayne has confirmed next year's meeting dates with John Pryor.
- 2) Discussion about the fact that we were advised not to present at the GAT Orientation day as the GAT Committee will be doing a presentation. Historically the GAT Orientation is a source of parent email contacts for our committee. Grace has apologised for the situation and explained the decision. It was suggested by the Language Dept to ask to speak at the whole year 6 Orientation Day, held 7th December. Wayne volunteered. **Terena to Action.**
- 3) There was a general discussion regarding the GAT committee in context of the Education Department ruling out GAT going outside Languages at MLSHS. LPSG wants to ensure both groups can work together effectively. Possibly have a GAT representative within the LPSG committee.
- 4) There was a discussion that LPSG small resources are stretched. Jaeik will send a flyer to all Language parents in Week 1, Term 1, letting them know about our group. Terena will assist with this.

8. **Teaching Report:** Nothing further to earlier discussions.

9. **Next Meeting:** Wednesday, 18th October (week 2 Term 4)

10. **Meeting Closed:** 8:50pm

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

Date this report 23/08/2017
Date last report 24/07/2017

CASH BOOK

Cash book opening balance	24/07/2017		3,624.12
Add: Deposits			
Total Deposits			<u>0.00</u>
Less: cheques drawn		Chq #	
Mt Lawley School		30	500.00
Total Cheques			<u>500.00</u>
Cash book balance as at	23/08/2017		<u>3,124.12</u>

BANK RECONCILIATION

Bank balance as at	24/07/2017		3,624.12
Add: Outstanding deposits			0.00
Total Outstanding deposits			<u>0.00</u>
Deduct: Unpresented cheques			500.00
Total Unpresented cheques			<u>500.00</u>
Adjusted balance (agrees with cash book)	23/08/2017		<u>3,124.12</u>

AVAILABLE FUNDS

			3,124.12
Less: Committed funds		Motion #	
Language expo		1.00	1,600.00
Total Committed funds			<u>2,100.00</u>
Available Funds			<u>1,024.12</u>