



LPSG General Meeting
MINUTES OF MEETING
6:00 PM Thursday, 16 February 2023
XG11

1. Meeting Open

Meeting Opened By Georg Lippold at 6:10 PM

Georg welcomed attendees and explained the format for tonight's shortened meeting

2. Attendance & Apologies

Attended

Beatrix Hueglin
Christine Krahforst
Georg Lippold
Helen Nicholson-Setz
Murray Belkin
Peta Kimball

Apologies

Amy Martin
Christine Henderson
Joana Kelly
Jodi P&C Bus Ops Manager
Julia Wilmer
Rachel Valent
Robyn Munson
Toni McCallum
Yulia Chichkanova

Additional attendees: Therez Schulze, Rhiannon Walker, Cassie Gow

Attachments

[2023 PC Membership Application Renewal.pdf](#)

3. Confirmation of the minutes of the previous general meeting

Motions

The minutes of the previous meeting - 11 Oct, 2022 be accepted as presented

Status: Carried **Mover:** Georg Lippold **Seconder:** Beatrix Hueglin

4. Business arising from the minutes of the previous general meeting

4.1 Oktoberfest - Canteen Day 21-Oct-2022

- **Event:** Canteen Day
- **Organisers:** Georg Lippold, Megan Towner (Canteen manager)
- **Date:** Friday 21-Oct 2022, 1st & 2nd break
- **Menu:** German Hotdog, Apfelschorle (Apple spritzer, German Waffles, Schwarzwald Kirschtorte (Black Forrest dessert cups), Apfelstrudel (Apple pastry)
- **Details:** A joint venture between LPSG & the canteen. Food will be served both outside (cash only) and inside (card facilities). No preordering was offered this year
- **Communication:** Georg will manage the communication with volunteers
- **Advertising:** FGSHS Marketing created flyer & advertised on socials. LPSG emailed members, Language staff emailed students and families
- **Volunteers:** Georg managed parent volunteers - Malcolm, Ewa & Suzanne, Zoe's mum from German Immersion Grade 7. The year 7 GI students Zoe, Alex and Laura also helped with their parents
- **Setup:** Peta to supply tableclothes, Murray/Helen to provide flags & bunting, Jodi to confirm if she has mini flags
- **For next year:**
 - Add a budget item to cover expenses,
 - Less items on the menu or more volunteers required at break time (or 10 mins earlier) as it was a little hectic at first break.
 - Hold the day earlier in October and maybe not a Friday. Wasn't the best day to hold it as it was yr 12s last day (muck up day) also rainy weather.
- **Profi:** \$845.10
- **Proposed budget 2023:** TBC

4.2 Merchandise - carried over to next meeting

- **Details:** GI Shirt
- **Organisers:** Georg Lippold, Peta Kimball, Madonna Morton
- **Update:** The P&C have approved, however approval still needs to be sought from the school exec for the list of times students can wear the GI shirt. Days mentioned were special celebration days, free dress days, camps/excursions. Murray is going to forward Georg a list for the LPSG to determine if it is viable (or realistic) that students would order them. (*List provided 12 Oct: St Nikolastag, Grade 5 Languages DOE, PASCH Events/Activities, Karnival (instead of costume), In lieu of their HPE shirt (for HPE lessons), Free Dress Days, Zootag Excursion, Year 9 Languages Camp*)
- The LPSG discussed the actual take up of shirts by students if they were limited to the number of days they could wear it. It was decided to put the shirts on hold until we were able to get approval from the school exec for which days the shirts could be worn and then to assess the supply & demand
- **Design:** Depending on the outcome of school exec approval and a decision to move forward the LPSG will confirm design choice via email
- Alternate suggestion was to create a tour shirt
- Other merchandise opportunities may present in a later item - 20th anniversary of the GI program at FGSHS
- Item carried over to next meeting

4.3 Entertainment Book

- **Details:** Digital Entertainment Books
- **Organisers:** Jodi Birch
- **Date:** all year
- **Advertising:** Advertise Entertainment Book promos when appropriate on socials, email families
- **Update:** \$74 in December, \$221ytd in 2022

4.4 Pass the Baton - Tuesday Nov 1st

- **Details:** Pass the Baton
- **Organisers:** Beatrix Hueglin

- **Date:** Tuesday Nov 1st , times 3.30-4.30pm
- **Communication:** N/A
- **Budget:** \$150, spent \$145, **proposed 2023 budget:** \$150
- **Review:** Confirm prices, however suggest a small increase in budget if required

4.5 Bunnings Keperra Cake Stall - 6th November 2022

- **Event:** Bunnings Keperra Cake Stall
- **Organisers:** Peta Kimball 0416062250
- **Date:** Sunday 6th November
- **Details:** LPSG ran a bak stall at Bunning Warehouse, Keperra
- **Communication:** socials and emails were sent to parents via the school and LPSG members requesting support for baking and volunteering
- **Budget:** \$215, **Expense:** \$214.02, **Proposed 2023 budget:** \$300
- **Income:** \$1,596.14 **Expense:** \$231.39 (incl square fees) **Profit:** \$1,366.75
- **Review:**
 - Very successful event and we would like to put our group forward to do another one in 2023.
 - We were set up between the BBQ inside the attrim and main enterance. We had a lot of foot traffic resulting in high sales. Baked treats were a huge hit, however bought lollies did not sell.
 - While a number of items were dropped off on Friday afternoon which afforded them an opportunity to be repackaged if necessary an equal amount of items were dropped off on the day.
 - The P&C purchased stationary items including sticky dots which the LPSG could use for fast and efficient pricing, it is recommend this practice continue.
 - Recommend a spending budget of \$250-\$300 for future events towards additional ingredients and smaller packaging
- A further event document will be provided by the next meeting for future use

4.6 German Immersion Extension program - 20th year anniversary

- **Event:** 20th anniversary celebration/s
- **Organisers:** Language department & LPSG
- **Date:** Twilight event (4-7pm) Friday May 26
- **Details:** The GI program commenced in 2003, 2023 will be the 20th anniversary. A working group has been established specifically for this event. If anyone is interested, please reach out to peta.kimball@gmail.com or 0416062250 to be added to the distribution list
- **Ideas:** Twilight event, Invite former students, activities, fundraising opportunity, identify GI Achievements to celebrate, treasure hunt, possibility to have merch

4.7 St Nikolaustag - 5th December

- **Event:** St Nikolaustag
- **Organisers:** Murray Belkin
- **Date:** 5th December
- **Details:** Food and celebration
- **Budget:** \$600 **Expense:** \$510 **2023 proposed budget:** \$600
- **Review:** Well received by staff and students again

Attachments

[20221005 FINAL Oktoberfest in the Ferny Grove SHS Canteen.pdf](#)

Action Items

Document Bake Stall Setup

Due Date: Thursday, 6 April 2023 **Assigned To:** Peta Kimball

5. Correspondence - inward and outward

6. Business arising from the correspondence

Action Items

Confirm which days students would be able to wear GI shirts to FGSHS

Due Date: Thursday, 6 April 2023 **Assigned To:** Murray Belkin

04.05.23.
Peta
Kimball

7. Treasurer's report and financial statement

- Oct 22 open \$2542.92, income \$845.20, expense \$414.50, close \$2973.22 (incl \$300 float)
- Nov 22 open \$2973.22, income \$1578.77, expense \$359.02, close ~~\$4,192.97~~^{4172.97} (incl \$300 float) ~~\$4172.97~~
- Dec 22 open \$4,192.97 income \$74, expense \$94.80, close ~~\$4,192.17~~^{4172.97} (incl \$300 float)
- Jan 23 open ~~\$4,192.97~~^{\$4172.97} income \$0, expense \$0, close ~~\$4,192.17~~^{\$4172.97} (incl \$300 float) ~~\$4172.97~~ \$4172.97
- Record in minutes approval for 2022 Nov Bunnings Cake Stall reimbursements for P Kimball & B Hueglin total up to \$215.00 - approved by LPSG Execs & P&C Execs - approved at P&C Meeting Dec22

Attachments

[LPSG Treasurer Report Oct22.pdf](#)

[LPSG Treasurer Report Nov22.pdf](#)

[LPSG Treasurer Report Dec22.pdf](#)

[LPSG Treasurer Report Jan23.pdf](#)

Motions

To accept the LPSG end of month financial statements for Oct 22, Nov 22, Dec 22 and Jan 23

Status: Carried **Mover:** Peta Kimball **Second:** Helen Nicholson-Setz

Approval for 2022 Nov Bunnings Cake Stall reimbursements for P Kimball & B Hueglin total up to \$215.00 - approved by LPSG Execs & P&C Execs - approved at P&C Meeting Dec22

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Status: Carried **Mover:** Georg Lippold **Second:** Helen Nicholson-Setz

8. Language HoD Report

Head of Department report provided by Murray Belkin

- Thank you to the 2022 LPSG group for the work achieved
- We're have a really exciting year ahead
- 2023 calendar planning - we've added space for one event per term
 - Term 1: Karenval (Jen Corfield is going to help)
 - Term 2: Languages week activities (craft, cooking, trivia), leading upto GI23 - 20th German Immersion Anniversary
 - Term 3: Indonesian Independence Day

- Term 4: Oktoberfest, Pass the Baton St Nikolaustag & ??
- Goals:
 - Promote languages in our community and increase mainstream language classes specifically in Year 9/ Year 10
 - Promote studying languages
 - Build numbers through to senior years

Helen added the following update:

- 27 kids in Yr7 GI for 2023
- Yr 9 mainstream joining with Year 8 GI
- Yr 10 mainstream joining with Year 9 GI
- No Year 9 mainstream in 2023
- Language teachers are off at the end of the year with various activities.
- Term 4 exchange challenges with curriculum and compacting assessments.
- GI Trip for Year 10 will commence with one week in Münster, followed by two weeks travelling in Germany
- Yr 11 will stay at FGSHS until wk 8 due to exam block and come over afterwards. They will start in Berlin and go to Munich

9. General Business

No general business

4.2 Merchandise has been carried over

9.1 Ideas/Initiatives for consideration (standing agenda item)

- Oktoberfest event at school
- German movie night - would definitely be interested in 2023.
- Kaffeeklatsch Club & Indonesian Breakfast Club

9.2 2023 Calendar

- FEBRUARY 16th Thursday 5pm-6pm: GI Information Evening, X Block
- **FEBRUARY 16th Thursday 6pm: LPSG General Meeting**
- **FEBRUARY 16th Thursday 6.30pm: LPSG Election of Office Bearers**
- MARCH 7: Karnivale - no need to do anything
- APRIL: Fundraiser: Entertainment Books
- **APRIL 27th Thursday 5.00pm: LPSG General Meeting**
- MAY (early): Kaffeeklatsch Club (LPSG to fund afternoon tea)
- MAY ?? 5.30-7.00pm: Signature programs information night (managed by Luke FERDINANDS) in SPC (Y Block)
- MAY (early): Year 9 Languages Camp - no need to do anything
- **MAY 26th: GI 20th Year celebration**
- **July 20th, Thursday 5.00pm: LPSG General Meeting**
- JULY (late): German Corporation Day - late July (LPSG Volunteering & baking) - Not happening
- AUGUST ??: Year 10/11 Language camp - no need to do anything
- AUGUST 17th: Indonesian Independence day
- **OCTOBER 12th Thursday 5.00pm: LPSG General Meeting**
- OCTOBER 12: Oktoberfest in partnership with the canteen
- OCTOBER 31st Tuesday 3.30-4.30pm: Pass the Baton (LPSG organise the cake)
- NOVEMBER End of year LPSG dinner
- DECEMBER 4th: St Nikolaustag celebration

Attachments

20221005 FINAL Oktoberfest in the Ferny Grove SHS Canteen.pdf

10. Applications for membership

11. Meeting Close

Meeting closed at 6:37 PM

Next Meeting

LPSG General Meeting

5:00 PM, Thursday, 4 May 2023

XG01

Actions Summary

#	Title	Assigned To	Due Date	Completed
	Document Bake Stall Setup	Peta Kimball	Thursday, 6 April 2023	
	Confirm which days students would be able to wear GI shirts to FGSHS	Murray Belkin	Thursday, 6 April 2023	

Motions Summary

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	The minutes of the previous meeting - 11 Oct, 2022 be accepted as presented	Georg Lippold	Beatrix Hueglin	Carried
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Approved: GEORG LIPPOLD
Chippold