

Agenda of the MLTAQ Sunshine Coast Branch

12th May 2022, 4:00PM – via Microsoft Teams:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NiE0MDE0YWUtMzRmNC00MmRhLTk5MGQtMWQ3OTA1Y2E4NmI0%40thread.v2/0?context=%7b%22Tid%22%3a%226600c7c5-16b5-4baf-9e93-323bd8c01dba%22%2c%22Oid%22%3a%22767d9d1b-f109-40ab-8e2f-e08ae915ef54%22%7d

Apologies: Peter Grainger, Levi Durbidge

Present: Katrina Dwan, Alison Law, Chiharu Sudoh, Tammy Di Pietra, Steven Diamond, Amanda Miller, Megan Cleyne, Melissa Jarvis, Debra Carr, Leeanne Gordon, Bettina Fickle, Akiko Okamura, Ian Gunn, Courtney Smith

1. Welcome & acknowledgement of country – Tammy Di Pietra

2. Welcome to guests and new members – Alison Law

3. Minutes of previous Meeting (see appendix)

Moved: Tammy Di Pietra Seconded: Alison Law

4. President's Report – Alison Law (see appendix)

5. Treasurer's report – Katrina Dwan (see appendix)

Moved: Katrina Dwan Seconded: Tammy Di Pietra

6. Actions since last meeting

Item	Actions
Lyal Giles – Regional Director EQ North	Alison emailed (05/05) in relation to financial support for the MLTAQ Sunshine Coast Languages Speech Contest

7. Items of Business

Item	Raised by	Action
Finance – addition of 3 rd signature on account	Katrina	Melissa Jarvis seconded
MLTAQ – entry fee increase proposal	Katrina	2019 comp there were 490 competitions – entry at \$5 so generated \$2 450 but expenses were \$ 4 400) Received 2 grants (JPF & Italian) but still make a \$1000 loss. In 2019 the group agreed to \$7. Katrina is proposing an increase to \$10. Grants will still be required as looking to avoid running at a loss. EQ North Coast region has been approached in relation to 2022 grant. Melissa suggested prizes could possibly be cut back. Venue is “donated” by USC. In 2019 the costs incurred were: meals paid per head (\$1 600) + Cleaning Fee (\$400) + Medals & Awards \$(490) Katrina's proposal was taken to a vote = motion moved and agreeance to increase to \$10.
Writing & Multimedia competition submissions	Alison	Thanks to Amanda for organising. Submissions need to be made by Thursday 16 June 2022. Amanda confirmed entries can be taken to the meeting on the day. Electronic files – printed out or USB with file on it (posted or delivered on the day). Feedback –

		Katrina D – like the new style – can copy and distribute Debb C – confirmed that tasks from class can be used. Amanda M – warned to discuss “google” translation with students particularly if students are completing digital entries.
Upcoming PD opportunity – Languages Roadshow 25th July @USC - \$350 : Events Languages Roadshow	Kelly Harrison	Great PD opportunity for language teachers... See “Languages Roadshow” website being offered at USC – 25 th July \$350 – PD tailored to language teachers.
Term 2 Dinner	Alison	Tues 14 June 22 following TPRS PD opportunity at St Andrews

8. Other Business

MLTAQ Speech Contest :

August 21/08/22 @USC
 Convenors still required for Italian and Japanese
 Japanese Convenors – Secondary: Tammy Di Pietra; Primary: Akiko
 Bettina unavailable on day - Deb Carr to help

PD language specific (Amanda) – Alison responded that MLTAQ state network team will manage and coordinate these matters. .

Film Festival (Megan Cleyne)

SOL Spotlight On Language – Film festival
 Rubric for judging will be forwarded to members.
 Panel will judge and create a short list for 5 films to be shown per category
 Dates: Registration Week 5 Term 3 – link via Google groups - \$10 to enter (per film).
 Registration will then have info sent out re: upload
 Final: Week 9 Term 3
 Finalist - 10th November – Red Carpet - short listed films

TPRS – Tuesday 14th June Week 9 – Come and learn or come and try
 - Dinner

Debb Carr – looking for a contract German teacher in Term 3.

Alison Law – sharing teaching ideas: Gian Franco “trap door” – Aim is to improve pronunciation and fluency. Similar to mastermind... Sentence building – will email to the group....

Meeting was declared closed at 5:15PM

Appendices

Minutes from AGM Meeting 24th March 2022 via MS Teams

Apologies: Peter Grainger, Levi Durbidge, Katrina Dwan, Amanda Miller, Elizabeth Blair, Jillian Symons, Tuija Hast, Ursula Witham-Young, Meisha Naples, Roger Grevis-James

Present: Alison Law, Tammy Di Pietra, Chiharu Sudoh, Debra Carr, Courtney Smith, Bettina Frickle, Megan Cleyne, Akiko Okamura, Ian Gunn, Wenting, Michiko Bernier, Leeanne Gordon,

1. **Welcome & acknowledgement of country** – Tammy Di Pietra
2. **Welcome to guests and new members** – Alison Law
3. **Minutes of previous Meeting (attached)**
Moved: Tammy Di Pietra Seconded: Alison Law

4. **Branch President's Report for February 2022**

Membership – We currently have 51 members of the Sunshine Coast MLTAQ Branch. This group is made up of Chinese, French, German, Indonesian, Italian, Japanese, Latin and Spanish teachers, and others. Statewide the membership is about 500 people.

CI/TPRS meeting – Thank you to Megan Cleyne for organising a 'come and try' session at St Andrews College on March 29. This is a wonderful opportunity to network and practise teaching skills.

Considerations for planning in Languages – I attended a webinar in February hosted by the QCAA. There was some good general information about the Australian Curriculum. I received a page of links to all the relevant documents from the QCAA (three levels of planning, principals for effective planning, templates, etc) I can forward you this document if you would like it.

Japan Foundation Professional Development – Following our last meeting I made some enquiries about hosting a Professional Development seminar with the Japan Foundation, Sydney, here on the Sunshine Coast. I had a discussion with Nathan Williams, the MLTAQ Japanese Network Convenor, and we agreed that this PD would be well received and should be organised through the Japanese Network as it caters specifically to the needs of Japanese Language teachers. Any local Japanese Language teachers who are keen to work with Nathan and Alex (Co-Convenors) should email them with a proposal for the seminar.

Branch Meetings – With the lifting of COVID restrictions and improved weather I am looking forward to resuming our face to face meetings in Term 2.

5. **Treasurer's report** – Katrina Dwan
Moved: Katrina Dwan Seconded: Alison Law

Opening Balance at 17 February 2022 - \$3534.65

Payments:

Suncorp bank audit fee \$30.00

Total Payments: \$30.00

Receipts:

No receipts

All funds from Suncorp AC BSB 484799 AC 002494141 were transferred to the NAB MLTAQ Sunshine Coast Account – BSB 084447 AC 388174778 on 14 March.

Helen Gray, MLTAQ State Treasurer has been in contact and training for online payments and the processes that the book keeper would like Branch Treasurer's to follow is upcoming.

Current balance at 21 March 2022 – \$3504.65

Documents have been sent to the auditor. Suncorp bank have supplied bank a/c audited documents to the branch. Please see attached. Audited documents have not yet been received.

Documents have been sent to the auditor and will be presented to members as soon as they become available.

6. Actions from previous meeting:

Professional Development with Japan Foundation:

President Alison Law had a discussion with Nathan Williams, the MLTAQ Japanese Network Convenor, and it was agreed that this PD would be well received and should be organised through the Japanese Network as it caters specifically to the needs of Japanese Language teachers. Any local Japanese Language teachers who are keen to work with Nathan and Alex (Co-Convenors) should email them with a proposal for the seminar.

7. Items of Business

Film festival (Megan Clyne)

Has meet with her school (St Andrews) and they are happy to support the event. The event is now in the hands of Megan and MLTAQ Sunshine Coast Branch.

Megan has been working on the details of the event. Essentially the festival will run in a similar format to the CAN film that Dr Fiona Van der Poorten Sawyer ran in Brisbane. Saint Andrews has agreed to host the event. From Megan's meetings with her finance team it has been determined that each entry will attract a \$10 entry fee.

Gala Evening :

- November 10th 5:30-8PM
- Free entry (parents buy own drinks etc)
- No guarantee entries will be shown
- Possibly 2 sessions (dependant on entries)

Film requirements:

- No longer than 7 mins
- Subtitles in English
- No spoken in English
- Invitation to schools via Group email will be emailed once details are finalised
- Media release forms etc will be required for registration of movie (as was the case with Can Festival)

Criteria:

Language, fluency, pronunciation (quality language)

Cinematography

Creativity

Genre:

Romance, comedy, drama, mystery, animation

Other opportunities:

Schools can enter or provide entertainment on the night.

St Andrews will have lion performers

Call for volunteers – looking for people to support Megan and planning of event.

Alison Law, Tammy Di Pietra

Alison suggested requesting MLTAQ to sponsor a prize – possibly a perpetual trophy

Alison questioned if a gold coin a donation for people to the Gala event was suitable. Megan reported that the Finance team from her school said it is easier to only have a cost on the entry of the film not on people to the event

MLTAQ Speaking Competition (Courtney Smith)

This event is scheduled to be held on 21/08/22 at USC. Courtney has been working closely with Kylie at USC. The event is currently now sitting with Kylie and the USC legal team – they are awaiting further information in relation to COVID situation

Funding from EQ? Alison will investigate who to contact in relation to this.

Elizabeth Blair has contacted Courtney and is happy to help out

With return to event it is proposed that the competition only be offered from Year 5 and above. Various reasons – COVID and numbers being a significant player. The attendees at the meeting agreed that this was a suitable adjustment.

Louise Vale indicated that Linda Sobey is unavailable to help – Louise Vale offered to assist. Indonesian also offered at Banksia Beach. Courtney to make contact to seek assistance from this school.

Courtney called for Language Convenors.

French – Lee-anne Gordon

German – Bettina Fickle & Deb Carr

Italian -

Chinese – Megan Cleyne

Indonesian – Louse Vale has offered assistance

Primary Japanese –

Secondary Japanese –

Teach Meet Sessions

Various ideas shared by Leeanne, Louise, Megan, Wenting and Alison.

AGM was declared closed at 5:00 pm

Branch President's Report for May 2022

CI/TPRS meeting – Thank you to Megan Cleyne for organising a 'come and try' session at St Andrews College on March 29. This was a wonderful opportunity to network and practise teaching skills.

Writing and Multimedia Competition – Thank you to Amanda Miller for her work on creating a new and improved competition this year. Entries are due on Thursday 16 June, which is also the date of our final meeting for Term 2.

Speech Contest – Courtney is awaiting final confirmation of our proposed date of August 21 from USC. This should happen in late May. I wrote to Mr Lyal Giles (Regional Director, EQ North Coast Region) to request financial support on May 5.

Film Festival – Megan, Tammy and I met on the school holidays to work out the details of this contest and festival. Planning is progressing smoothly, with the event likely to happen in Term 4.

State Conference – The MLTAQ State Conference will be held in Brisbane and online on June 26 and 27. Members are encouraged to visit the website for more information on registrations and grants. Unfortunately, I cannot attend this year.

State Assembly – If anyone is interested in attending the MLTAQ State Assembly on June 28, please let me know.

Treasurer's Report

Opening Balance at 21 March 2022 - \$3504.65

Payments:

No Payments

Receipts:

No receipts

Current balance at 8 May 2022 – \$3504.65

THANK YOU

A huge thank you to Helen Gray, MLTAQ State Treasurer who has been co—ordinating with all MLTAQ regional branches, networks, state executive members, the bank and book keeper to set up the accounts and streamline processes for the Treasurers. As Helen has volunteered her time to amalgamate the accounts I would like to officially thank her for her time.

PAYMENTS TO BE MADE THROUGH NEW WEBISTE

As the old website has been decommissioned, payments cannot be made through the old website. Payments can be made through the new website. The state association is currently investigating streamlining the allocation of funds with the account organisation restructure.

Motion

I would like to seek approval from the branch to approve Secretary, Tammy Di Pietra be given access to the MLTAQ NAB account – BSB 084447 AC 388174778. This will allow the MLTAQ Sunshine Coach branch flexibility when making payments should either Alison / Katrina be unavailable.