



**School for the German Language Inc.**  
**Schule der Deutschen Sprache e.V.**  
ABN: 82 358 402 260  
[www.germanschool.org.au](http://www.germanschool.org.au)



**ANNUAL GENERAL MEETING OF  
THE SCHOOL FOR THE GERMAN LANGUAGE INC**  
**Saturday 23<sup>rd</sup> March 2019 9.30 am**  
**Adelaide High School**  
**MINUTES**



**Agenda:** A copy of the published Agenda is attached at Annex A.

**Present (with number of children at school in brackets):**

Hille Bailiht (1),	Peter Bailiht (1),	Jeffrey Colby (0),
Silvija Dobson (1),	Diana Harder (2),	Kai Hillen (2),
Jonas Humaidi (0),	Natalia Kandybko (1),	Kirsten Kightley (2),
Sebastian König (1),	Stefan Landherr (0),	Petra Lietz (1),
Kirstie Morandell (3),	Lee Pfitzner (2),	Sabine Orchard-Simonides (0),
Tanja Pfitzner (1),	Germano Sansone (2),	Oliver Schubert (2),
Alice Stratfold (1),	Lesley Taylor (0),	Patrick Wille (1)
Sabine Williams (1).		

**Apologies (with number of children at school to be represented by proxy in brackets):**

Edith Beck (3),	Susanne Bertram (3),	Carla Boyd (1),
Lina Burger (2),	Bruno Cardillo (2),	Virginia Chung (2),
Eva Decreval (2),	Paul Doecke (2),	Sabine Delago (1),
Anni Glaser (1),	Natasha Grundy (3),	Zerina Hadziabdic (1),
Christian Huber (1),	Judy Hughes (1),	George Kambitsis (1)
Simon Keller (2),	Clare Kiessling (1),	Sean Kim (1),
Manuela Klingler-Hoffmann (2),	Saskia Leinius (1),	Claudia Liebscher (2),
Katrin Lutz (3),	Kat McAteer (2),	Bettina Perkins (2),
Kathrin Roemig (2),	Bonnie Ryan (1),	Damir Sarovovic (1),
Manuela Voss-Kreutzer (3),	Doreen Weber (1),	Catherine Woods (2),
Anke Zandona (1),	Dino Zandona (1).	

**Apologies (no written proxy given):**

Tom Goddard,	Deliah Mahne,	Peter Mickan,
Andrea Travers,	Diksha Wadhwa	

**Quorum Requirement:**

As per the School Constitution the quorum requirements are:

*Parents and Caregivers representing not less than 20 per cent of the students enrolled in the School present personally or by proxy shall constitute a quorum.*

Since the school has a current enrolment of 138 children, the quorum requirement is 28.

There were 22 attendees representing a total of 25 children (listed under "Present"). Proxies had been received from 32 parents/caregivers (listed under "Apologies") representing an additional 54 children, resulting in a total of 79 children being represented. It was agreed that a quorum was present and that the meeting could proceed.

**1. Welcome:**

The Chairman, Mr Patrick Wille, opened the meeting at 9:30 am and welcomed all present.

**2. Apologies:**

Tom Goddard, Deliah Mahne, Peter Mickan, Andrea Travers and Diksha Wadwha were noted as apologies; in addition to the proxy givers listed above.

**3. Minutes of the previous AGM (24<sup>th</sup> March 2018):**

The minutes of last year's AGM had been published on the school website and were available in hard copy at the meeting. No amendments were raised.

There was no business arising from the previous AGM.

It was moved to accept the minutes of the previous AGM.

Moved: Patrick Wille                      Seconded: Petra Lietz                      -- Carried.

**4. Chairman's Report:**

The Chairman, Patrick Wille, read out the Chairman's report (refer Annex B).

An important item was that the increased regulatory requirements result in more time being required by the School Committee, members of the P&F, Principal, Deputy Principal, teachers and staff. Also, a raise in teacher's compensations has led to a raise in student fees.

The President thanked Andrea Travers, Petra Lietz and Barbara Moellner for their services to the school in various roles. During the previous year, a new strategy and vision was developed by the School Committee.

It was moved to accept the Chairman's report.

Moved: Stefan Landherr                      Seconded: Jeff Colby                      -- Carried.

**5. Principal's Report:**

The Principal, Dr Sabine Orchard-Simonides, read out the Principal's report (refer Annex C).

It was moved to accept the Principal's report.

Moved: Patrick Wille                      Seconded: Kirstie Morandell                      -- Carried.

**Treasurer's Report:**

The Treasurer's report (refer Annex D) was made available as hard copy at the meeting.

The Treasurer, Mr Jeffrey Colby, spoke to the report.

He thanked two parents, Mr Germano Sansone and Mr Peter Bailiht, for undertaking a check ("Kassenprüfung") of the School's accounts.

It was moved to accept the Treasurer's report.

Moved: Patrick Wille                      Seconded: Stefan Landherr.                      -- Carried.

**6. Election of Management Committee Members:**

As per the detailed information published in the Agenda (refer Annex A), there were four vacancies for elected members of the committee and the Chairman called for nominations.

**Catherine Woods** was nominated by Sabine Orchard-Simonides,  
seconded by Claudia Liebscher.

**Jonas Humaidi** was nominated by Jeff Colby,  
seconded by Stefan Landherr.

**Diana Harder** was nominated by Petra Lietz  
seconded by Patrick Wille.

**Alice Stratfold** was nominated by Petra Lietz  
seconded by Patrick Wille.

There were no further nominations

**Motion:**

There being as many nominations as vacancies,

It was moved that the **4** nominees be endorsed by the meeting and declared duly elected.

Moved: Petra Lietz                      Seconded: Patrick Wille                      **--Carried**

**7. Any Other Business:**

- To develop a few paragraphs promoting the benefits of learning German at our school so that members of the school community can take them to their regular schools to request inclusion in the newsletter of their regular school.
- The possibility of a Facebook page for the school was raised by Sebastian König. The Chairman pointed out that such a page has been considered but the time required for monitoring such a site and the skill set of the current Committee members have meant that such a possibility has not been pursued. The Chairman invited members of the school community with specific skills to approach him to pursue this matter.
- Also, the possibility of some electronic community for the school such as a chat group was raised.
- Stefan Landherr invited suggestions for the location and format of the 60<sup>th</sup> anniversary celebrations in September.

**8. Next Meeting:**

The next AGM will be held in March 2020 – date to be advised.

**9. Meeting close:**

The meeting closed at 10:30 a.m.

The Chairman asked attendees to stay on for the AGM of the Parents and Friends' Association.

Annex A: Agenda

Annex B: Chairman's Report

Annex C: Principal's Report

Annex D: Treasurer's Report



**School for the German Language Inc.**  
**Schule der Deutschen Sprache e.V.**  
ABN: 82 358 402 260  
[www.germanschool.org.au](http://www.germanschool.org.au)



**ANNUAL GENERAL MEETING OF  
THE SCHOOL FOR THE GERMAN LANGUAGE INC**  
**Saturday 23<sup>rd</sup> March 2019 9.30 am**  
**Adelaide High School**

**AGENDA**



**Quorum Requirement:**

Per the constitution:

*A quorum is present when Members of the Association representing  
20% of the enrolled students are present.*

- 1. Welcome** The Chairperson, Patrick Wille
- 2. Apologies**
- 3. Minutes of the last AGM**  
Published on the school website.
- 4. Chairman's Report**  
To be tabled at the AGM. The Chairperson, Patrick Wille,  
Questions.
- 5. Principal's Report**  
To be tabled at the AGM. The Principal, Dr Sabine Orchard-Simonides.  
Questions.
- 6. Treasurer's Report**  
To be tabled at the AGM. The Treasurer, Mr Jeffrey Colby.  
Questions
- 7. Election of Management Committee Members**  
To be conducted by the Chairman, with assistance from the floor if required.

**Membership of Committee (Clause 8.2 of the Constitution)**

*a. The Management Committee of the School for the German Language Incorporated must comprise a minimum of 6 members up to a maximum of 15 members. Made up as follows:*

- i. The 'Principal';*
- ii. The 'Deputy Principal';*
- iii. Up to seven members of the School Community as elected at the Annual General Meeting or by invitation of the Management Committee as required to fill any vacancy that may arise;*

iv. *By invitation of the Management Committee, each of the following organisations can nominate one individual to become a member of the Management Committee:*

- a South Australian German Association Inc.*
- b Austrian Association of South Australia Inc.*
- c The Swiss Club of South Australia Inc.*
- d The Josef Landherr and Hermann Thumm Foundation Inc.*
- e The Parents and Friends of the School for the German Language Inc.*
- f. The Barossa German Language Association Inc*

*b. A person is not eligible for election, appointment or nomination to the Management Committee, if the person is an undischarged bankrupt or is receiving the benefit of a law for the relief of insolvent debtors*

*c. A School Community member, apart from the Principal or Deputy Principal, shall be elected at the AGM of the Association, or appointed by the Management Committee to fill a casual vacancy and shall hold office for a term of two years with half of the Management Committee retiring each year. Each retiring member of the Management Committee shall be eligible for re-election.*

*d. Members appointed to fill casual vacancies shall be entitled to remain in the office for the remainder of the term of the vacant position which they have filled.*

**Current Representatives per 8.2 a iv. are:**

-- vacant --	SA German Association
-- vacant --	Austrian Association of SA
Patrick Wille	Swiss Club of SA
Stefan Landherr	Landherr-Thumm Foundation
Peter Bailiht	Parents and Friends Association
Dr Peter Mickan	Barossa German Language Association

**Current Elected Committee Members are:**

**Current term expiring:**

Diana Harder	2019	Retiring, Available for re-election
<i>Dr Petra Lietz</i>	<i>2019</i>	<i>Retiring, Not available for re-election</i>

**Continuing:**

Jeffrey Colby	2020
Kirstie Morandell	2020
Silvija Dobson	2020

**Thus there are 4 positions to be filled by election.**

**8. Any other Business**

Questions from the floor.

**9. Next AGM**

The next AGM will be held in March 2020 – date to be advised.

**10. Meeting close**

## **Annex B: Chairman's Report to the AGM 23 March 2019**

Ladies and Gentlemen, parents, carers & friends,

Welcome to the 2019 Annual General Meeting of the School for the German Language Inc.

2018/19 was a year of numerous challenges for the School.

We succeeded in improving our processes, further implementing the re-worked curriculum and revising our mission and vision statements.

However, we also had to deal with:

- increased regulatory requirements;
- reduced student numbers;
- which was exacerbated by the loss of the adult classes and the closure of the Barossa Valley Campus;
- additional competition from other language providers;
- increased costs; and
- noticeable staff turnover.

### Regulatory environment

The Ethnic School Association of South Australia (ESASA) has become the *de facto* regulator of the ethnic schools. ESASA imposed a hoist of policies that we need to adopt and comply with to be eligible for government funding. The amount (and the nature of some) of policies that we need to implement is cumbersome enough and requires countless hours of volunteer work by Dr Sabine Orchard Simonides, Stefan Landherr, Dr. Petra Lietz, Andrea Travers and others. I would like to thank these volunteers for doing all this extra work.

The worst aspect, however, is that the policies are changing frequently and ESASA appears to be unable to publish the policies in a timely manner so that we can adopt and implement them as we are supposed to. This is not only frustrating but also puts an unnecessary strain on our already stretched resources.

### Student numbers

After record student numbers in the previous two years, the number of school age students decreased in 2018/2019 and the trend appears to continue this year (currently we have 138 students enrolled).

Although we tried to maintain our offering of language classes for adults by running courses in small classes, there was – unfortunately - not sufficient interest to continue adult classes at the beginning of this year.

The adult classes were an important income stream for the School that has fallen away.

## Barossa Campus

In addition, due to very limited interest in German language classes we were forced to close the Barossa Campus in the second half of 2018. The School has supported German language classes in the Barossa for many years administratively and financially. However, student numbers have dwindled, and classes were run at a significant loss that was no longer justifiable. We understand there is still a German playgroup in the Barossa and that the Barossa German Language Association is offering some German classes for adults in the Barossa.

## Competition

While our School continues to foster the German speaking community and celebrates the cultural traditions and values of the German speaking countries in a unique way, we are not the only provider of German language courses.

There are a number of other providers including e.g. the University of Adelaide and regular high schools, but increasingly also private providers including WEA or the Goethe Institute. Most of these providers are backed by large organisations and/or government and therefore have (well paid) full time staff and a lot of resources.

Given that we have to comply with a lot of regulatory requirements and work as a Saturday school only, it is difficult for us to provide competitive, flexible and tailored offerings, particularly in the area of adult classes.

## Increased costs of operations

The regulations cause additional costs. We got used to annual increases of mandatory membership fees and compulsory liability insurance premiums. However, some regulatory provisions create additional costs. For instance, a rule that ethnic schools have to keep all student related files for ever in a fire safe environment means that we now have to rent a storage compartment.

The many new rules and a more rigid curriculum also means that our teacher and staff have more to do and need to be better prepared. As general living costs continue to increase, the Management Committee has decided to increase the payments to our teachers and staff. However, the School Community should recognise that these payments are not fully compensating all of our teachers and staff work and that they volunteer many hours of their time for free.

Hence, I would like to thank all of them for their dedicated work.

To balance these increased costs, the reduced student numbers and the loss of the adult classes, the Management Committee decided at the end of 2018 to increase the School Fees for this year and to adjust the sibling discounts.

In some instances, this increase made a significant and notable dent in family budgets. The Management Committee is aware of this and reassures the School Community that increases of that size will not become a regular occurrence. We also like to point out that there are policies in place to avoid that any child misses out on German classes due to financial hardship.

## Staffing

I already mentioned that our staff does a terrific job and that hundreds of hours of unpaid volunteer work are necessary to keep the School operating.

This may take its toll and – over time - people’s focus in life changes. As an organisation this means that we have to deal with staff attrition. Finding qualified and motivated German teachers is difficult in Adelaide and takes a lot of effort. Thanks to Andrea Travers and Dr Sabine Orchard-Simonides we were able to find suitable teachers for all classes.

It is even more difficult to deal with the void created when a key person who dedicated a lot of their time and effort to hold the School’s operation together and to promote the interests of the School steps back.

As per this AGM Andrea Travers will step down as the Deputy Principal and Head of Adelaide Campus. Fortunately, she will not abandon the School entirely, as she will continue to act in the role as DSD Coordinator. Andrea was instrumental to the implementation of the competency-based classes and the new curriculum. She has run the Adelaide High School campus and was according to her own words a “jack of all trades”. In the name of the School I would like to thank her for all her contributions.

Dr Petra Lietz has also been invaluable for the School over the last decade in various roles, ranging from Head of Adelaide High School Campus, to SACE Coordinator and driving force behind the implementation of the DSD curriculum and the revision of the Schools strategy, mission and vision. Petra has been a longstanding member of the Management Committee. She decided to retire from this role as per today. Luckily, she has offered to assist us as a minute taker. I would like to thank Petra for her work for the School.

Furthermore, I would like to thank Barbara Moellner for her contribution to the Committee work. She also resigned from the Management Committee and will need to be replaced.

This brings me to the common problem that I mentioned in previous AGMs. Too much of the workload is borne by the same long-time volunteers on the Management Committee and in other roles. Our treasurer Jeff Colby has already indicated that he will only stand for another year. I myself may have to reduce my commitment to the School in the near future.

We need more parents and members of the School Community to step forward and to help actively in the running of the School. The school fees that you are paying will not be sufficient to run a School at our standards without significant and ongoing volunteer contributions on the Management Committee and in other functions.

As an incentive, the Management Committee proposed that Committee members who regularly volunteer can apply for discounted school fees of their children. So please come forward and join us, you will have fun and it is worthwhile.



## New vision and mission

At the end of 2018, the Management Committee sought input from the School Community about what is important to them, what we are doing well and where there is scope for improvement. Dr Petra Lietz has designed and administered a questionnaire. She also has compiled the results which have been circulated by e-mail and in hardcopy today. Thank you again Petra for this.

The insights from this questionnaire also formed the basis for two Strategy Planning Days in the later part of 2018 during which the Management Committee revised our Vision and Mission Statements:

### **Vision**

To be recognized as the preferred provider of excellent German language education in an environment that nurtures the cultures of the German-speaking peoples.

### **Mission**

- provide high quality education in the German language to children and adults of all backgrounds
- offer nationally and internationally recognized qualifications in the German language
- give exposure to the cultures of the German speaking peoples and maintain a family-friendly community setting

The Management Committee is determined to live up to this vision and mission statement and started a number of strategic initiatives. To implement them successfully, we need you to contribute time and effort, not just money. This year's 60<sup>th</sup> anniversary would be a good opportunity to step forward.

I would like to close by again thanking all the teachers and staff and all the Committee Members for their work. Jeff Colby and Lesley Taylor keep the finances in order. Stefan Landherr is there keeping the records and does an unbelievable amount of work not just on school days, but all year.

Dr Sabine Orchard-Simonides and Andrea Travers lead the two campuses and our School successfully, thank you.

Peter Bailiht rallies the Parent & Friends to ensure the various School's events work well. Diana Harder churns out the "Wunderbar" newsletter regularly and as the deputy chair is more efficient getting through the meeting's agenda than anyone else. Many thanks to you all and to the other Committee Members I haven't mentioned by name.

In September 2019, the School celebrates its 60<sup>th</sup> anniversary. I am confident, that with the assistance of more volunteers from the School Community, we will be able to celebrate this milestone in style. Thank you.

Patrick Wille  
President of the Management Committee  
School for the German Language Inc

## Annex C: Principal's Report to the AGM 23 March 2019

In 2018 I had the honor to work with Andrea Travers, Deputy Principal and Head of Adelaide High School Campus, whilst being Principal of our school and Head of the Sturt Street Campus

### 1. School Highlights – community events: March 2018 – March 2019 included:

- **Mother's Day "concert"** at Sturt Street Campus 12.5.2018
- **Lantern Parade** – Adelaide Bowling club – new venue very successful, 30.6.2018
- **Family Fun Day** - at Adelaide High School campus 22.9.2018
- **Advent** – Feier at Sturt Street Campus with a visit from Hl. Nikolaus, 1.12.2018
- Sturt Street Choir at **Adelaide Liedertafel** concert under conductor Jens Sandström 2.12.18
- **End of the year break up & Christmas Concert** – our last event in the German Club 9.12.2018
- **Karneval – Fasching**– Adelaide High and Sturt Street 2.3.2019
- **Parent Teacher Meetings** – Family Night in the Austrian Club, 15.3.2019

### 2. some other important events and Curriculum Highlights

- **DSD**  
**DSD 2018**  
DSD Presentation Celebration held with attendance of Honorary Consul  
**DSD 2019**  
**DSD I**  
11 Students were registered for the examination  
9 Students sat the exam  
**DSD II**  
Application process for DSD II is underway and a first draft has been sent to ZfA Fachbeauftragte for review - ongoing
- **SACE – completion** 4 students completed SACE stage 2 and 10, stage 1 in 2018
- **Professional Development for teachers – PD** afternoon 26.5.2018
- **We applied for re-accreditation with ESASA** – July 2018
- **School policies** – supplied to all Ethnic schools and to be followed.

### 3. Start of the school year 2019

The school year started on 2.2.2017 at the Adelaide High School Campus.

The Sturt Street Campus had their enrolment day on that date and started classes a week later.

### 4. Student numbers 2019

#### 4.1. School aged students

Currently we have **138 students** enrolled (155 last year)

**98** students at Adelaide High School (108 last year), **40** at Sturt Street campus (47 last year)

##### 4.1.1. Sturt Street Campus:

Comprises **Pre-school, Reception and a Year 1.**

As in last year our 3 classes occupy 2 double classrooms on the ground floor level, with Reception and Year 1 sharing a double classroom.

Year 1 class (14 students) – **Stephanie Moers Papadatos** continued from last year

Reception (16 students) – **Besse Elmas** continued from last year, assisted by Natascha Shaw (Herr).

Pre-School & Reception (10 students) **Lisa Mudge** assisted by **Susanne Bertram** – Sabine Orchard-Simonides divides her time between the two campuses and still teaches this class several times during the term.

#### **4.1.2. Adelaide High student numbers and staffing**

98 students (A 10 **Hanna Petersen**, B 7 **Sonja Hagen-Burton**, C 9 **Susann Löffelbein**, D 12 **Anja Kolloch**, E 13 **Nicole Schührer**, F 9 **Hauar Murad**, G 13 **Jutta Fiebig**, H 10 DSD 1 **Waltraud Parker**, I SACE I 7 **Stefan Bruneder** and J SACE II 8 **Renate Witte**)

#### **4.2. Adult learners:**

Due to limited interest, classes were not offered to adult learners in term one this year.

#### **5. Playgroup Zwergerland**

The playgroup 'Zwergerland' met at the German Association in Flinders Street and sometimes in parks and other locations in 2018. Since the German Club closed its doors at the beginning of this year, the playgroup has had to look for a new location and is now meeting at the Austrian Club, 11 -17 Torrens Road, Ovingham.

There are 10 children and 14 adults who attend regularly (from 18 children and 24 adults "enrolled"). I would like to thank **Tom Goddard** for coordinating the playgroup, which is our main feeder for students beginning in the preschool class. The playgroup also makes the transition into Sturt Street easier and provides the parents with a community and friendship network which continues when the children attend classes at our school.

#### **6. Thank you**

I would like to thank everyone who contributed to our school and made the last 12 months successful:

- Andrea Travers for the numerous hours and energy she put into her role as Deputy Principal and Head of Adelaide High School Campus, and also DSD Coordinator
- Dr. Petra Lietz and Renate Witte for looking after the SACE classes
- the fantastic staff team including teachers and teacher aides
- Lesley Taylor our Admin Officer
- Diksha Wadwa our Educational Assistant helping Andrea
- All members of the School Management Committee, with a special mention to Stefan Landherr, whose father founded the school 60 years ago, for his dedication and numerous hours of work; our Chairperson Patrick Wille; Diana Harder, Vice-Chairperson and editor of all the Newsletters in the last year and our Treasurer Jeff Colby for looking after the finances,
- the Parents and Friends Group,
- all volunteers,
- students and families.

Dr. Sabine Orchard-Simonides  
Principal, 22.3.2019

## Annex D: Treasurer's Report to the AGM 23 March 2019

### SCHOOL FOR THE GERMAN LANGUAGE INC

ABN: 82 358 402 260

## Financial Report for the AGM – 23<sup>rd</sup> March 2019

### 2018 Financial Year

#### 1. Financial Report – 2018 Year (1<sup>st</sup> Jan 18 to 31<sup>st</sup> Dec 2018)

Refer attached, Statement of Financial Performance (Profit and Loss) for the 2018 Year and Statement of Financial Position (Balance Sheet) as at the 31<sup>st</sup> December 2018.

For the year the School recorded an operating profit of \$ **1,004.66**. In respect to the 2018 year I offer the following specific comments:

- a. A substantial grant of \$15,750.00 in total related to SACE students in 2017 was received in 2018. This was significant additional funding.
- b. The German Consulate provided a grant of AUD \$19,815.24. This was significantly more than budget and the value received in previous years. It represented significant additional funding.
- c. The school donated to the P&F \$4,000 at the end of the year. This was the first donation of funds to the P&F for several years.
- d. Student Fee income was under budget, representing lower enrolments.
- e. Due to above budget funds received at 'a' and 'b' no accrual of income in advance was made in respect to the 2018-2019 NGS/ESB Annual Grant which was received in January 2019 to reflect a portion of that Grant being allocated to the previous year (2018) as was done in past years.
- f. Wage costs did exceed budget by around \$6,000 (6%) for the year.

The school continues to operate and rely on the Parents and Friends of the School for the German Language Inc, ABN: 73 283 216 183 for short term cash flow by way of loan support if required. At the start of the year a loan for \$1,500 was in place and this was repaid in January 2018. As at 31<sup>st</sup> December 2018 there was no loans in place.

#### 2. Audit 2018 year.

The School is **not required** to be audited under State Legislation, 'Association Incorporations Act 1985' as our receipts are less than \$500,000.00. Within the constitution provision is also made for an Audit not to be undertaken, refer section 19 (f). The Management Committee believes it has complied with the requirements of the Constitution for the following reasons:

A. As a requirement of funding through the Education Department a Qualified Accountant is required to sign off on a Financial Return, summarizing the cash transactions of the School during the financial year. beginning 1<sup>st</sup> July XX and ending 30<sup>th</sup> June XX. The accounts to 30<sup>th</sup> June 2018 were reviewed and approved by Mr. Stephen Graham.

B. As a requirement of the funding provided through the **Finanzielle Förderung**, administered through the German Consulate, the accounts of the school are required to be sent to the Consulate in Canberra for examination. The supporting statements, documents and vouchers for the 2018 financials presented to this AGM are currently with the German Consulate in Canberra undergoing examination. Patrick Wille acts as the liaison with the German Consulate representatives.

C. In accordance with 19f of the constitution Messrs. Germano Sansone and Peter Bailiht, kindly volunteered their time and have undertaken a separate review of the accounts, verified the Balance Sheet values and the supporting documentation for several randomly selected transactions. This took place on the 23<sup>rd</sup> February 2018. The reviewer's statement is attached.

D. The School Treasurer, Jeffrey Colby, is also currently a registered BAS Agent with the Tax

Practitioners Board, Registration Number 92568005. A BAS Agent needs to have met certain qualification and competency levels, as required to comply with Tax Law and a code of conduct.

### **3. Finanzielle Förderung**

This Grant provided by Germany and administered through the German Consulate remains an ongoing source of support, based on, we believe some form of a deficient funding model. The School was provided funding of \$ 19,815.24 in 2018, a significant increase from the \$4,737.42 provided in 2017.

### **4. Barossa Campus**

During the year the School continued to support the Barossa German Language Association (established 2015) in its efforts to establish a German Language program in the Barossa along similar lines to how the School operates in Adelaide. Regretfully the initial plans of 2015 did not proceed, however the BGLA and the School look forward to positive developments over the long term.

### **5. Your Treasurer**

I have been actively involved with the Management Committee since 2008 with a contribution in 2007. Apart from Treasurer I have also been the School President and Secretary for short periods. I have two children attend the school, commencing 2003 with my eldest at the playgroup then run by Sabine Orchard-Simonides, our current School Principal. My time has come to pursue other interests more in line with my personal background. Where, during my involvement, I have failed the school and individuals associated with it I offer my apologies at this time.

It is my intention to serve one further year in the role of Treasurer on the Management Committee. I may stay longer on the Management Committee as member and to assist handover. The resources of my business, Balance-rite Business Services, will remain available in a supporting role as needed to the Treasurer and the School, at a discounted rate.

### **6. General Comment**

The financial situation of the School is secure based on the ongoing support of the Parents and Friends. The past year continues to see a stable incremental improvement in the overall financial position of both the School and the Parents and Friends.

I thank all the people I have worked with, both staff and volunteers for their many efforts during 2018 and since dating back to 2007. I take the opportunity to especially thank Lesley Taylor who as the School Administrative assistant has provide great support.

**Any question from the floor?**

**Regards**

**Jeffrey L Colby**

**Treasurer**

## School for the German Language Inc

ABN: 82 358 402 260

### Financial Records for the Calender Year 2018

#### Statement of Financial Position (Balance Sheet)(Accrual) AS AT 31st December 2018

ASSETS	2018	NOTES/COMMENTS	2017
1-1000 Cash at Bank, Trading Acct (Westpac)	\$5,921.80	Bank account reconciled.	\$443.71
<i>1-1850 Receivable Grant S2 2017</i>	<i>\$0.00</i>	<i>The grant will no be booked in full in the year of receipt.</i>	<i>\$5,648.50</i>
<b>TOTAL ASSETS</b>	<b>\$5,921.80</b>		<b>\$6,092.21</b>
<b>LIABILITES</b>			
2-2200 Pre-Paid Fees	\$630.00	Accrued - Income 2019 Year.	\$420.00
2-1800 Accounts Payable	\$0.00	Adelaide High - Copying.	\$0.00
Payable - ATO (BAS/IAS Lodged)	\$0.00	All BAS/IAS Lodgements completed and paid before 31 Dec 2018.	<i>-\$418.00</i>
2-2200/2-3200 Payable - GST	<i>-\$867.82</i>	<i>Net GST Liability, Accrued. 6 Mrths to 31st Dec.</i>	<i>-\$564.75</i>
2-3200 Payable - Superannuation	\$0.00	All liabilities were paid before 31 Dec 18.	\$0.00
2-3600 - Loan P&F of the School	\$0.00		\$1,500.00
<b>TOTAL LIABILITIES</b>	<b><i>-\$237.82</i></b>		<b>\$937.25</b>
<b>NET ASSETS</b>	<b>\$6,159.62</b>		<b>\$5,154.96</b>
<b>EQUITY</b>			
Carried forward equity	\$5,154.96		\$4,164.27
Change in equity YTD	\$1,004.66	Profit/Loss (Current Year)	\$990.69
<b>NET EQUITY</b>	<b>\$6,159.62</b>		<b>\$5,154.96</b>

**School for the German Language**  
 ABN: 82 358 402 260  
**Financial Records for the Calender Year 2018**

**Profit and Loss (Accrual)**

Report Period: 1/01/2018 - 31/12/2018

	2018		Comments:	2017
Income	Actual	Budget		
4-1200 School Fees CY - Students	51304.00	60700.00		55657.00
4-1210 School Fees - Old - Students	1349.00	0.00	Previous year, collected.	765.00
4-1300 School Fees - Adults	19240.00	21000.00	Adult Classes.	20615.00
4-9000 BVC Student Fees	0.00	0.00	Barossa Valley Campus	0.00
4-9005 BVC Adult Fees	7365.00	8000.00	Barossa Valley Campus	8426.00
4-1400 Language Perfect Charges	1230.00	1230.00	Recovered costs.	1200.00
4-1500 Grant - ESB Semester	17374.50	23500.00		18590.00
4-1550/1600 Grant - ESB SACE	15750.00	0.00	Relates to 2017 Year.	0.00
4-1550 Grant - Germany	19815.24	6000.00	Well, it is what turned up.	4737.42
4-1602 Donations - Other	20.00	4000.00		0.00
4-1700 Grant - Special Needs	5635.00	5500.00	Tied grant - ex 2017-2018 Year. Refer 6-5000.	6391.00
8-1200 Interest income	31.91	70.00		92.24
8-1300/8-1400 Other income	4406.26	0.00	Pretzel sold to P&F. Refer 5-4000.	4110.78
<b>Total Income</b>	<b>143520.91</b>	<b>130000.00</b>		<b>120584.44</b>
<b>Expenses</b>				
6-1000 Accounting fees	3015.00	2500.00		2486.81
6-1200 Advertising	0.00	750.00	Recruitment.	540.00
6-1400 Bank charges	0.00	0.00		20.35
6-1500 Donation to P&F	4000.00	0.00		0.00
6-2000 Function Expenses	1449.67	770.00		341.75
6-2600 Insurance	828.42	1250.00		897.91
6-3000 Language Perfect - Cost	1230.00	1230.00		1281.82
6-3400 Membership - ESA	1930.54	2250.00		1915.18
6-3600 Office supplies & Stationary	1616.82	1000.00		707.13
5-4000 Other	4406.26	0.00	Pretzel Purchases, refer 8-1300	4110.78
6-4000 Postage & courier	342.96	500.00		291.64
6-4600 Rent	0.00	1000.00		0.00
6-5000 Special Needs Grant Exp	6029.27	5500.00	For 2018 Year. Grant is based on Financial Year ending 30June18. Ref 4-1700.	7749.54
6-5017 Special Needs Grant Exp	64.00	0.00	For 2019 Calendar Year. Grant is based on Financial Year ending 30June19	88.85
6-5200 Sundry expenses	648.71	1000.00		297.43
6-5500 Teaching Consumables	162.01	500.00		152.94
6-5600 Telephone/Internet	1868.20	2000.00		1407.48
6-6215 Superannuation - Adjustments	-45.60	0.00		-3507.11
6-6600 Work cover insurance	1191.05	1000.00		979.14
6-6200 Wages & salaries	106917.50	102000.00		94955.00
6-6300 Wages - Superannuation	6461.44	5250.00	Super Gaurantee Charge.	4577.11
6-9000 BVC Wages - Adult.	0.00	0.00		0.00
6-9000 BVC Wages & Students	0.00	0.00		0.00
6-8100/6-8124 BVC Other Costs	400.00	1000.00		300.00
<b>Total Expenses</b>	<b>142516.25</b>	<b>129500.00</b>		<b>119593.75</b>
<b>Net Profit (Loss)</b>	<b>1004.66</b>	<b>500.00</b>		<b>990.69</b>

## Reviewers report

### School for the German Language Inc (2018 Year)

We have reviewed the accounts and financial statements of The School for the German Language Inc. (ABN 82 358 402 260, hereafter the "association") for the calendar year ending 31 December 2018 pursuant to Item 19(g) of the association's constitution on the 23<sup>rd</sup> February 2019.

Our review takes into consideration that the accounts will also be subject to review by the German Embassy in Canberra pursuant to Grant Funds provided during the 2018 year. This has taken place for many years and historically very minor items of concern have been raised and nothing of a material nature.

After examining the general ledger and about a dozen transactions in detail, we are satisfied that the profit and loss statement indicating a net profit of \$1,004.66 for the year 2018 and the statement of financial position (balance sheet) per 31 December 2018 indicating net equity of \$ 6,159.62 accurately reflect the financial situation of the association and its accounts. We have no reason to doubt that the systems in place are maintained in accordance with the constitution.

We recommend the General Meeting to accept the financial report and to thank the treasurer and the school administrator for their work.

Adelaide, 23<sup>rd</sup> February 2019

### Revisorenbericht

Wir haben die Konten und Finanzbericht der Schule der Deutschen Sprache e.V. (ABN 82 358 402 260, nachfolgend der "Verein") für das am 31 Dezember 2018 endende Kalenderjahr als unabhängige Revisoren im Sinne von Artikel 19(g) der Vereinsstatuten am 6. March 2018 revidiert.

Unser Revision erfolgte unter Beachtung eines Briefs vom 2018 wonach die Deutsche Botschaft in Canberra bereits eine detaillierte Revision der Konten und Finanzberichte vorgenommen hat, die keine Beanstandungen ergab.

Nach Prüfung des Hauptbuches und etwa ein Dutzend Detailtransaktionen, sind wir überzeugt, dass die Erfolgsrechnung mit einen Gewinn von \$1,004.66 für das Jahr 2018 und die Bilanz per 31 Dezember 2018, die ein Reinvermögen von \$6,159.62 ausweist, die finanzielle Situation des Vereins zutreffend darstellt und dass die Bücher und Rechnungssysteme gemäss den Vereinsstatuten geführt werden.

Wir empfehlen der Generalversammlung den Finanzbericht anzunehmen und die Arbeit des Schatzmeisters (Treasurer) und der Verwalterin (Administrator) zu verdanken.

Adelaide, 23rd February 2019

  
Germano Sansone  
(School Community Member)

  
(PETER BAHLERT)  
(School Community Member)