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| Emmaus Catholic Primary School* Community Leadership Team -

(Agenda/Meeting of Minutes) |
| *We are the Authors of our Own Future*— Professor James Conroy*There is no power for change greater than that of a community discovering what it cares about.*— Margaret Wheatley |
| **Date:** | Tue 8th May 2018 | **Time Open**: 7:30pm | **Time Close:**  |
| **Location:** | Emmaus Catholic Primary School – Staffroom |
| **Chair:** | Shell Corcoran |
| **Minute Taker:** | Emma Irving |
| **Present:** |  |
| **Apologies:** |  |

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| Confirmation of Previous Minutes |
| The minutes of meeting held Tuesday (13th March 2018) were accepted:  |
| **Moved:** |  | **Seconded:** |  |

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| Opening Prayer/Reflection |
| 1. – Tony Perkins

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| Subject: Matters arising from Previous Minutes | Action: |
| 1. **Nil**
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| Subject: Principals Report – Tony Perkins | Action: |
| 1. **Student Reports (Tony Perkins)**
	1. **Online reports sharing**
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| 1. **Master Plan (Tony Perkins)**
	1. **Update**
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| 1. **Financial Report (Tony Perkins)**
	1. **Auditors visit update (March 2018)**
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| Subject: Main Agenda Items | Action: |
| 1. **Catholic Identity (Fr. Peter Sherman)**
	1. How can we incorporate our Catholic Identity into school/CLT activities
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| 1. **CLT Communication Model (Shell Corcoran)**
	1. Confirmation of CLT role
		1. CLT Charter
		2. Advisory role
	2. Confirmation of team objectives/statements
	3. Agenda Items - timelines
	4. Communication model
	5. Welcome packs for new team members
	6. Sharing of team experience, tools, learnings – Google Drive
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| 1. **CLT Fundraising (Tony Perkins)**
	1. How fundraising priorities/allocations are determined – general feedback for future decisions
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| 1. **AAA Sports Ballarat (Kellie Tait)**
	1. Introduction
	2. Fundraising Opportunities
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| Subject: Leadership Team Activity Reports | Action: |
| 1. **Catholic Identity (Kara Linayo & Charissa Johnson)**
	1. Activity Update
	2. Support requests
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| 1. **Fundraising ( Melissa Pritchard & Elizabeth Allan)**
	1. Activity Update
	2. Support requests
2. **Canteen Report ( Emma Erving & Regina Kaye)**
	1. Activity Update
	2. Support requests
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| 1. **Adult Education (Jason & Terresa Fletcher)**
	1. Activity Update
	2. Support requests
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| 1. **Grounds & Development (David Allan & Brad Swards & Jen Kelynak)**
	1. Activity Update
	2. Support requests
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| 1. **Community Relations (Sam Gent & Shell Corcoran)**
	1. Activity Update
	2. Support requests
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| 1. **Welfare and Wellbeing (Kellie Tait & Jacinta Rivett & Rachel Wallbank & Rebecca Waight)**
	1. Activity Update
	2. Support requests
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| **Meeting Closed:**  |  |

**Principal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_/\_\_\_2018**

**Chairperson \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_/\_\_\_2018**

**2018 Meeting Dates (Tuesday’s) @ 7.30pm – School Staff Room**

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| **Month** | **Date** |
| February | 13th |
| March | 13th |
| May | 15th |
| June | 12th |
| August | 14th |
| September | 11th |
| October | 9th |
| November | 13th |
| December | 11th ( AGM) |