|  |  |  |  |
| --- | --- | --- | --- |
| 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:** |  | | |

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

|  |
| --- |
| Opening Prayer/Reflection |
| 1. – Tony Perkins   **…………………** |

|  |  |
| --- | --- |
| Subject: Matters arising from Previous Minutes | Action: |
| 1. **Nil** |  |

|  |  |
| --- | --- |
| Subject: Principals Report – Tony Perkins | Action: |
| 1. **Student Reports (Tony Perkins)**    1. **Online reports sharing** |  |
| 1. **Master Plan (Tony Perkins)**    1. **Update** |  |
| 1. **Financial Report (Tony Perkins)**    1. **Auditors visit update (March 2018)** |  |

|  |  |
| --- | --- |
| Subject: Main Agenda Items | Action: |
| 1. **Catholic Identity (Fr. Peter Sherman)**    1. How can we incorporate our Catholic Identity into school/CLT activities |  |
| 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 |  |
| 1. **CLT Fundraising (Tony Perkins)**    1. How fundraising priorities/allocations are determined – general feedback for future decisions |  |
| 1. **AAA Sports Ballarat (Kellie Tait)**    1. Introduction    2. Fundraising Opportunities |  |

|  |  |
| --- | --- |
| Subject: Leadership Team Activity Reports | Action: |
| 1. **Catholic Identity (Kara Linayo & Charissa Johnson)**    1. Activity Update    2. Support requests |  |
| 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 |  |
| 1. **Adult Education (Jason & Terresa Fletcher)**    1. Activity Update    2. Support requests |  |
| 1. **Grounds & Development (David Allan & Brad Swards & Jen Kelynak)**    1. Activity Update    2. Support requests |  |
| 1. **Community Relations (Sam Gent & Shell Corcoran)**    1. Activity Update    2. Support requests |  |
| 1. **Welfare and Wellbeing (Kellie Tait & Jacinta Rivett & Rachel Wallbank & Rebecca Waight)**    1. Activity Update    2. Support requests |  |
| **Meeting Closed:** |  |

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

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

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

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

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

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