Emmaus Catholic Primary School
- Community Leadership Team -
(Agenda)

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:	Tuesday, 12th March 2019	**Time Open**: 7:30pm	**Time Close:**
Location:	Emmaus Catholic Primary School – Staffroom		
Chair:	Michelle (Shell) Corcoran		
Minute Taker:	Kate Weadon		
Present:			
Apologies:			

Confirmation of Previous Minutes

The minutes of meeting held Tuesday, 13th November, 2018 and 12th February 2019 were accepted:

Moved:		**Seconded:**	

Opening Prayer/Reflection

1. Prayer and reflection – Georgia/Jo-Anne

Subject: Matters arising from Previous Minutes	Action:
1. Child Safety Officer Role Description (Georgia/Jo-Anne) a. Feedback/Confirmation of Role	
2. School Uniform (Georgia/Jo-Anne) a. Process for Uniform Consultation b. Uniform Policy	
3. Apple Distinguished Schools (Georgia) a. Update	
4. New Devices Update (Jo-Anne) **a.** Update	

Subject: Principal's Reports	Action:
1. Master Plan (Jo-Anne Bond/Georgia Cann) a. Update on portable progress b. Reference Group Update	
2. Financial Report (Jo-Anne) **a.** Budget explanation and adoption	

Subject: Leadership Team Reports	Action:
3. CLT Communication (Shell Corcoran) **a.** Newsletter Introductions for 2019 Reps	
4. CLT – 2019 Focus Activity (Jo-Anne) a. HOMEWORK from 12/02/2019 - Each CLT Arm to reflect on 2019 focus, how the arms supports the school goals (on website) – aim to clearly set intentions/purpose for all Arms to efficiently collaborate, work toward defined goals that support the school. Each Arm to discuss at March CLT meeting.	
5. Catholic Identity – *Recruitment continues. Supported by Religious Education leader – Rachel Smith* a. Activity update: b. Support Requests	
6. Fundraising (Melissa Prichard & Liz Allan, Renae McCarty-Ferguson) a) Activity Update **b)** Support requests	
7. Adult Education (Kate Weadon & Lauren Rendell) a. Activity Update – i. Lauren Rendell has joined the Arm as a Rep.. ii. Aim 3-4 newsletter pieces a term, limit events as a trial. iii. Feedback request. iv. Apple parenting training event. **b.** Support Request **-** please encourage community members to contribute a newsletter piece	
8. Grounds & Development (Jen Kelynack & Andrew Edmondston) a) Activity Update **b)** Support Requests	
9. Community Relations (Sam Gent, Shell Corcoran, Danielle Duggan) a. Mother's Day 2019 Breakfast b. Support Requests.	
10. Welfare and Wellbeing (Rebecca Wright, Rachel Wallbank) a. Activity update **b.** Support Requests	

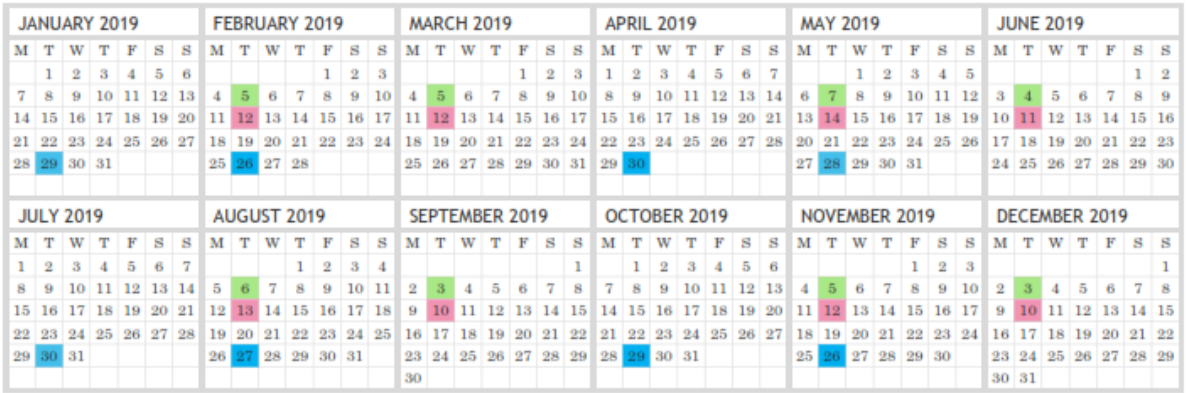
Subject: Main Agenda Items	Action:
1. Sun Smart Policy (Georgia/Jo-Anne) **a.** Overview and feedback	
2. Canteen (Georgia) **a.** Update on co-ordination **b.** Healthy eating – Menu update	
3. Learning Communities/Staff Leadership (Georgia) **a.** Learning Team presentations to CLT b. Curriculum update i. Learning and Assessment **ii.** Staff Professional Learning Plans/Communities	
4. School Sports Day (Georgia) **i.** Overview/Update	
5. Mother's Day/Father's Day (Georgia) **i.** Gifts **ii.** How can CLT support class activities for these especial days?	
Meeting Closed : Next Meeting Tue 14th May 2019	

Principal _____

Signed _____ **Date** __/___**2019**

Chairperson _____

Signed _____ **Date** __/___**2019**

Emmaus Catholic Primary School
- Community Leadership Team -Meeting Schedule 2019

Agenda items due to – admin@emtclear.catholic.edu.au	Agenda sent out to school community via Skoolbag/CareMonkey	CLT Meeting date (2nd Tue of the month, excluding school holidays) 7.30pm –pm – Staff Kitchen
29/1/2019	5/2/2019	12/2/2019
26/2/2019	5/3/2019	12/3/2019
30/4/2019	7/5/2019	14/5/2019
28/5/2019	4/6/2019	11/6/2019
30/7/20149	6/8/2019	13/8/2019
27/8/2019	3/9/2019	10/9/2019
29/10/2019	5/11/2019	12/11/2019
26/11/2019	3/12/2019	10/12/2019