



Vision

As partners with parents in Catholic education and open to God's presence, Emmanuel Catholic Primary School pursues fullness of life for all its students and the school community.

The school ensures the care, safety, wellbeing and protection of its students in keeping with the Catholic tradition, which celebrates the sanctity and unique dignity of each person.

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 8th th November, 2022	Time Open: 6.30pm	Time Close:
Location:	Emmanuel Staff Room and Online		
Chair:	Shell Corcoran		
Minute Taker:	Shell Corcoran		
Present:	Danielle Freckleton, Bec Wright, Liz Hamilton, Shell Corcoran, Ethan Corfee, Geoff Martin, Aubrey Nyaguse, Melissa Pritchard, Yoland Marshall (until 7:09pm), Nicole Matheson, Andrew Edmondston		
Apologies:	Rachel Allen, Sky Ambrose, Sam Gent, Kelly Sands		

Confirmation of Previous Minutes

The minutes of meeting 11th October 2022 held off until next meeting

Acknowledge of Country and Opening Prayer/Reflection

1. Acknowledgement of Country

We wish to acknowledge that the land on which our beautiful school sits, is the country of the Wathaurong people. We pay respect to their elders. We acknowledge the memories of their ancestors and celebrate their continuing culture.

2. Opening Prayer/Reflection - Ethan Corfee

Imaginative pray exercise: Road to Emmanuel as a disciple.

Subject: Principal's Report

Child Safety: Ethan Corfee

- a. On Thursday there are 10 local Catholic Primary School meeting with student to create a child safety video.
- b. Video will be used for school websites, addressing the topic for children to understand.

Subject: Main Agenda Items

Master Plan: Geoff Martin

- a. New building is progressing well, with some supplies holding up program, but finish date remains mid Dec.
- b. CLT taken on a tour of new building by Geoff at end of CLT meeting.

School Camps: Ethan Corfee

- a) Education team working party update
 - a. Schools working through implication of new EBA before 2023 commitment can be confirmed.
 - b. Costs for camps will impacted, this will need to be considered and how this is managed.

<ul style="list-style-type: none"> c. "Positive School" Camp funding has been secured for senior year camp in Melb in 2023 (Expected timely: 5/6 Term 1) TBC d. Standard - camp at Cave Hill normally in Term 1 –booked tentatively TBC 	
<p>Learning Team Structure – Ethan Corfee</p> <ul style="list-style-type: none"> a) In 2023 Year 5 and 6 students will be split. b) Planning and learning will continue to fall under the Nyereeka education team, with continued interactions and learning opportunities c) It was discussed at any year level range children range across 7-year levels of competencies. With this, parents can be assured Emmaus will continue to meet the needs of students through individual learning plans and support. d) In 2023 the new building will primarily house Year 6 student and a whole of school wellbeing hub. Current Nyereeka portables will house Year 5 and specialist classes (Japanese and visual Arts). 	
<p>Sharing our Story – Ethan Corfee</p> <p>Looking at find ways we can share our story 'Reach people beyond our immediate school community" celebrate who we are.</p> <ul style="list-style-type: none"> a) Looking to promote our school, share our story, our principles and fundamental beliefs b) Support a consistent story/message in the community, that can be used with enrolment materials into the future c) Looking at social media platforms/different reach to engage with current parents and also support exposure to school attracting new families. It was noted, we would need to consider families may not be using social media, or actively engage it, so will need multiple pathways to ensure inclusivity. This process would start with scoping a "purpose" and boundaries. d) Look at other ways to communicate enrolment dates/opportunities, like signs, visiting kindergartens, Emmaus Alumni group sharing stories, participating in the community as a Volunteers and showing senior student leadership, participating in carols and other catchments/local communities' events. 	
<p>Fundraisers – Ethan Corfee</p> <p>Need to set-up some significant fundraising opportunities.</p> <ul style="list-style-type: none"> e) Need to establish agreed goals, starting with a brainstorm creating a wish list to share with community to build enthusiasm and commitment to raise funds. f) Need to look at creative ways to raise funds, and looking for different ways and communities to raise fund with (support from beyond the school community). g) Suggestion we commence "Book Club" noting he many valuable benefits in addition to raising funds. h) Ethan to come back with timelines for initiatives to start 2022, or 2023. 	
<p>Devices – Ethan Corfee</p> <p>Currently auditing, looking at what will be needed going forward and mix of school owned and parent owned devices.</p> <ul style="list-style-type: none"> i) May looking at parents contributing/purchasing from Grade 3. Ethan looking at how parents currently contribute. 	

<p>j) Need to work through expectation around parent owned iPad and limitation the school may apply on what they are used for and software that is loaded etc. Still to be explored.</p> <p>k) Need to ensure a sustainable approach to school devices, shared cost approach.</p>	
Leadership Team Reports	
<p>CLT Communication -Shell Corcoran</p> <ol style="list-style-type: none"> a. What is purpose of CLT, it's time to reflect on the look and feel of CLT once again. b. Discussion on next steps and establishing goals for 2023 once new families arrive to school <ol style="list-style-type: none"> a. What is core purpose; redevelop shared understanding of what it is, and what it could be, going forward b. Define "what does the school need" from the group. c. Review name to make sure the words don't sound too formal and put people off d. Look at pathways to support new members to feel welcomed and supported in joining in on activities and meetings <p>AGM – Shell Corcoran/Ethan Corfee</p> <p>a) AGM format discussion</p> <p>Group discussion on what could be included at AGM.</p> <p>Ideas discussed around reports & agenda items focusing on "looking forward" in addition to acknowledging and celebrating the years achievement, look for ideas that may be of interest for our school community including:</p> <ul style="list-style-type: none"> • Children sharing achievements' • Speaker on topics to support parents • Children presenting works/art etc • Catering <p>Tour of school and or new building</p>	
<p>Catholic Identity - Promoting and celebrating faith. Sharing faith with one another and embracing opportunities to highlight our identity as a Catholic school into our everyday.</p> <ol style="list-style-type: none"> a. Activity update: Nil b. Support Requests: Nil 	
<p>Fundraising - Organising a range of activities that aim to raise funds to support resources and programs for our school, whilst creating a sense of community and connectedness.</p> <ol style="list-style-type: none"> a) Activity Update: Nil b) Support requests: Nil 	
<p>Canteen Report</p> <ol style="list-style-type: none"> a) Activity Update <ol style="list-style-type: none"> a. Small working group to be established in new year once new families arrive, advert via school newsletter b) Support Requests 	
<p>Adult Education and Cultural Awareness – Supporting members of our community to engage and grow in awareness and understanding of our community. Working together to create a community of faith, hope and love.</p> <ol style="list-style-type: none"> a) Activity Update: Nil b) Support Requests: Nil 	

<p>Sustainability - Engaging in projects that highlight sustainability practices and learnings transferable from school to home.</p> <p>a) Activity Update: Working bee on 26th November 2022</p> <p>b) Support Requests: please register your availability via the link in weekly parent newsletter.</p>	
<p>Community Engagement - Engaging our school community in activities that build connections to each other and the school through activities and moments of celebration.</p> <p>a. Activity Update</p> <p>a. Year level Community Picnic's – Huge thanks to Nicole Matheson who has coordinated and facilitated the evenings for year level. Feedback has been really positive and with great attendance numbers for each session.</p> <p>i. Year 5/6 was needing to be called off due to rise in chicken pox in learning area. Given time of year this may not be able to be rebooked, but recognition there are other senior year events in Term 4 with Year 6 graduation etc.</p> <p>b. Icy Pole Friday have been a great success, with Bec Wright thanked for her help in coordinating the purchase, Flexi-school and on the day preparations.</p> <p>i. The children have really enjoyed the return to this activity, with a great vibe felt across the school on icy pole days.</p> <p>c. Dannielle Freckleton thanked for being an advocate of CLT at recent Vornda orientation days, seen talking with families on getting involved and some of the activities school runs.</p> <p>b. Support Requests</p> <p>a. BBQ invite will be going out in newsletter looking for parents to support cooking of BBQ on Friday 2nd December 2022</p>	
<p>Wellbeing - Identifying practical ways to support and promote wellbeing for all in our school community. Supporting families experiencing loss, illness, sadness, or celebration with meals and/or messages of support to show we care.</p> <p>a. Activity update: Nil</p> <p>b. Support Requests: Nil</p>	
<p>Meeting Closed: Next Meeting: AGM – Tuesday 13th December</p>	

Principal _____

Signed _____ Date ___/___/2022

Chairperson _____

Signed _____ Date ___/___/2022



Emmaus Catholic Primary School
 - Community Leadership Team -
 Meeting Schedule 2022

Agenda items due to –
admin@emtclear.catholic.edu.au

Agenda sent out to school
 community via newsletter and
 on school website CLT page

CLT Meeting date @ 6.30pm
 (2nd Tue of the month, excluding school holidays)
 via Videoconference and/or on site unless COVID 19 restriction are in place

NOTE: AGM will be third Tuesday of Nov of month due to Melb Cup public holiday

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