Director’s Message

Thank you to each of you and your school communities for supporting the fair and equitable funding of Catholic schools in Victoria.

The Premier, the Hon. Daniel Andrews MP, and the Leader of the Opposition, the Hon. Matthew Guy MP, have stood by their November 2014 election commitments in passing the *Education and Training Reform (funding for non-government schools) Amendment Act 2006* (Vic.) in February 2015. The legislation linking Catholic school funding to 25 per cent of the cost of Victorian government schools provides certainty and confidence required for the Catholic Education Commission of Victorian Ltd (CECV) to plan for and accommodate the extra 100,000-plus students expected to enter Catholic schools in the next 10 years. In Victoria there are now 491 Catholic primary and secondary schools in operation, with total enrolments beyond 210,000.

It’s clear that new and expanding communities in Melbourne’s outer suburbs and in regional areas expect that a Catholic school is part of their neighbourhood. That demand and record enrolment numbers right across the state are a great vote of confidence in our holistic, values-based approach to education. In 2015 three new schools were opened in the Archdiocese of Melbourne: St Clare’s Catholic School, Truganina South; St Paul the Apostle, Doreen; and St John the Apostle Catholic Primary School, Tarneit. We continue to plan for three new primary schools and one new secondary school over the next three–four years.

Best wishes

Stephen Elder
Executive Director of Catholic Education

Professional learning for college board members – finance

The aim of this session is to provide board members of advisory and incorporated boards with information to affirm and enhance their understanding of college finances to ensure the board fully considers the budget and financial reports and statements provided.

**Date:** Wednesday 29 July 2015  
**Time:** 7.00 – 8.30pm  
**Location:** Sacred Heart Girls’ College, Hughesdale  
113 Warrigal Road, Hughesdale

**Facilitator:** Nic Salvatore, *CEOM Secondary School Business Adviser*

Nic provides support and professional development for principals and business managers in CEOM secondary colleges. Nic is an accountant and has worked in regional and congregational colleges. He has been a member of advisory and management college boards and a member of a finance committee of an incorporated board.

**Registration:** Please contact Patricia Palman on 9267 0228 or schoolboards@ceomelb.catholic.edu.au to register.

Resources

Resources for primary school boards and college boards are located on the CEVN website [http://cevn.cecv.catholic.edu.au](http://cevn.cecv.catholic.edu.au) under *School Improvement / Parish–School Boards*.

**Guidelines** for college boards include a Model Constitution, a brief guide for canonical administrators on the governance of the college, and information on the
responsibilities and management of a regional / diocesan college board.

A Guide for Parish Education Boards provides information, videos, practical tips and sample documents relating to:
- the purposes and responsibilities of boards
- board membership
- developing an effective board
- the operations of the board
- business of the board.

Much of the information in this Guide is also relevant to secondary college boards.

Past copies of the quarterly Board Business newsletter are available on the CEOM website at www.ceomelb.catholic.edu.au/learning.

Videos – Catholic Religious Victoria
This series of videos is designed to assist boards and councils of Catholic schools to be better equipped and make decisions that are supportive of the Catholic tradition. Dr Mary Coloe explores the importance of biblical values in the ministry of governance. An initiative of Catholic Religious Victoria Education. Published on 25 Feb 2015.

www.youtube.com/watch?v=ZXWItYBk1UXk (4.38 mins)
www.youtube.com/watch?v=xtVrWwq9DCo (5.55 mins)
www.youtube.com/watch?v=nEUfPGeskb0 (5.52 mins)

This is the second in a three-part series presented by Dr Rose-Marie Prosser. Designed to assist boards and councils of Catholic schools it traces the post-Vatican II development of the role of lay leadership in the Church. An initiative of Catholic Religious Victoria. Produced by Carmel Butler. Published on 10 Mar 2015.

www.youtube.com/watch?v=jiUlf6eGWxw (5.14 mins)
www.youtube.com/watch?v=dzf3UdtC1MB8 (5.21 mins)

Family–School Partnerships – CEOM resources

Family–School Partnership statement
This Family–School Partnership statement (see last page of this newsletter) is a declaration of intention, a way of bringing to life the purpose behind why we should engage families and communities in young people’s education. It is designed to help school leaders understand the philosophy of family–school partnerships and to provoke conversations which deepen understandings around the key elements. An animation of the statement and posters to provide stimulus for ongoing conversations are available on the CEOM website www.ceomelb.catholic.edu.au/learning-teaching/parents-as-partners/fsp/.

10 TOP RISKS FOR SCHOOLS
According to a recent survey of school administrators at a CompliSpace’s Non-Government School Governance Risk and Compliance Workshop in Perth last year, the following were identified as the top 10 risks for schools:
1. Workplace Safety
2. Compliance with Privacy Laws
3. Funding Pressures
4. Staff Bullying Staff
5. Managing Compliance Obligations
6. Change Management
7. Policy Management
8. Student Duty of Care
9. Staff Performance Management
10. Workplace Relations / Human Resource Management

Including staff wage pressures, management of staff conflicts and management of staff induction.

Other risks identified included:
- effective implementation of a schools strategic plan
- training of the members of the Board
- the impact of the Royal Commission into Child Abuse
- injury recording practices
- complaints handling practices.

Reference: www.schoolgovernance.net.au

Not all these risks are directly the responsibility of each school board. However, robust risk management and policy development and review processes supported by diverse professional development for board members is key to understanding and minimising the risks.

Reflect and consider

LEARNING WALKS

In the Term 2, 2013 edition of this newsletter we considered the benefits of a first impressions observation audit about your school’s signage, grounds, building and people to create a safe, open and welcoming environment.

Now we consider hosting a ‘learning walk’ to create an opportunity to improve and strengthen home–school partnerships in learning by encouraging connections and breaking down any barriers that may exist.
For an hour during school hours, parents are invited to go on a guided tour of a classroom or learning space to:

- learn more about the learning happening
- learn more about how the learning happens
- to explore an education-related theme or topic of interest to parents e.g. literacy, VCAL, STEM, collaboration, Google Apps.

The visit would be to a class in progress as part of the usual school timetable, creating an opportunity for parents to see a real class in action, not a staged visit.

Following the learning walk the group would sit down for up to an hour to talk more in depth about what has been observed. A useful protocol may be to raise observations using ‘I noticed …’ or ‘I wonder …’ statements. An exit survey perhaps with a Google form or a QR code may also be useful.

Considerations in planning a learning walk include:

- the privacy of the children
- the level of comfort staff may feel with drop-ins while they are teaching
- the inability of all parents to attend during school hours.

The following may assist in preparing the learning walk:

- re-affirmation of the purpose of the learning walk e.g. at staff meetings, in the school newsletter
- confirmation of the learning walk as an opportunity to feel proud of your school, its children and staff
- reference to the privacy policy and requirements in your school including permissions from parents obtained prior to the learning walk
- photos uploaded to the school intranet with post-learning walk comments of parents
- a short video of the learning walk shared with all parents.

If this is something your school has undertaken, please share your experience and ideas via email ppalman@ceomelb.catholic.edu.au

If you are considering a learning walk experience for your parents, consider how your school board members:

- may assist in co-hosting a learning walk
- in determining the topic of interest for parents
- in co-hosting a community conversation on topics that may emerge (Term 1, 2015 Board Business newsletter)

**CATHOLIC LEADERSHIP CENTRE**

The Catholic Leadership Centre (CLC) is a world-class conference and learning facility for professional learning programs and executive courses to support Catholic education and key agencies. Conveniently located in the heart of East Melbourne, the centre features purpose-built learning spaces for contemporary adult learning, supported by the latest conferencing technology.

**Location**

The CLC is located at 576 Victoria Parade East Melbourne.

**Facilities**

The CLC has a range of facilities and spaces to host professional learning programs, workshops and seminars, including:

- two large halls with capacity for 120 and 300 people
- a variety of catering package options available
- forty-five accommodation units onsite all with ensuite facilities
- nine teaching and workshop studios (from 15–60 participants)
- breakout and resource spaces.

**Information Technology**

The CLC features learning spaces fully equipped with the latest high quality, contemporary and high-end information technology.

**Transport**

The CLC is well served by public transport. There are also several public car park facilities located within walking distance.

**FEATURED WEBSITE**

Catholic Education Office Melbourne

*Where the child is at the heart of education*

*Integrating faith, life and culture in education*

About Catholic Education

Our Schools

Publications and Policies

News and Events

Information for Parents and Students

Information for Community

[www.ceomelb.catholic.edu.au](http://www.ceomelb.catholic.edu.au)
When schools and families work together, 
**Children do better, schools improve and communities flourish.**

All kids deserve to **learn** and **succeed** at school, regardless of their background.

**This is our moral imperative.**

**Learning happens everywhere.** Look out beyond the margins of formal schooling.

**Explore learning** in all its possibilities, where everyone is a **learner** and a **leader.**

**It’s not about having the right answers** but the right questions.

**Talk** with families. **Build community.**

What’s **my** story, **your** story... **our** story?

**Relationships are the key to learning.**

How well do you know each child and their family? Re-think traditional ways to involve parents. Not **more**, but **different.**

**Empower** parents to take their place alongside teachers as educators of their children.

Partnerships build strong learning communities... **Together, we can transform lives.**

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Family–School–Partnerships