



Minutes

Meeting of the Priority Country Area Program (PCAP) State Council Meeting Conference Room, Floor 12 Education House

Date:	17 March 2009		
Participants:	Acting Chair - Department of Education and Training; Representatives from <ul style="list-style-type: none"> • Catholic Education • Central PCAP • NW PCAP • Northern PCAP • SW PCAP • State PCAP Coordinator • Minute Taker 		
Guests:	A/Manager (Organisational Performance), Department of Education and Training		
Apologies:	Assistant Director-General, Student Services (Department of Education and Training); A/Executive Director, Student Services (Department of Education and Training); Representative from SW PCAP.		
Topic	Discussion/Outcomes	Who	Date
1. Minutes and Actions from Previous meeting	Previous meeting minutes approved. State Council were advised that since Commonwealth funding arrangements to DETA have changed for 2009, no decision has been made regarding PCAP funding and the revised eligibility guidelines. Until the 21/03/09 state election, the government is in caretaker mode and no decisions will be made at this time. OUTCOME/S Any information regarding the Eligibility review or funding to be emailed to State Council as it becomes available.	ADG SS	As soon as available
2. Correspondence	State Coordinator advised that where a letter regarding eligibility had been sent to schools, she also phoned those schools to respond personally to their PCAP eligibility enquiries. OUTCOME/S Inward correspondence accepted and outward endorsed.		
3. Pre-Service Forum Report	Australian Catholic University (ACU) researchers have presented the final findings of the research project into the <i>Dimensions required for sustaining teachers within rural and remote locations</i> . The findings and recommendations provide some direction and potential opportunities for PCAP. OUTCOME/S ACU research project findings are to be included in the agenda at the next PCAP State Council meeting, for discussion.		
4. State and Area Reports	Reports were tabled by the State Coordinator, Central PCAP Coordinator, North West PCAP Coordinator and South West PCAP Coordinator. The Northern PCAP Coordinator presented a verbal report. The North West Coordinator		

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	<p>tabled a report which raised a number of discussion points in addition to reporting on NWPCAP Activities. This report was not accepted and the North West Area Chair was requested to prepare a new report.</p> <p>OUTCOME/S Written report from Northern to be distributed via email with the draft minutes. North West PCAP Chair to prepare a new report on NWPCAP activities and submit for dissemination with the draft minutes.</p>		
5. NAPLAN Presentation	<p>A/Manager (Organisational Performance) from DET Performance Monitoring & Reporting Branch presented data from 2008 NAPLAN testing, highlighting Queensland student results.</p> <p>OUTCOME/S Next Meeting: A/Manager (Organisational Performance) to seek approval to present NAPLAN results on PCAP schools. Contact Queensland Catholic Education Commission to request access to schools data.</p>	<p>State PCAP Coordinator ADG SS</p>	To be advised
6. CAP Guidelines – Catholic Education	<p>State Council was advised that the 2009 to 2012 CAP guidelines for non government schools have recently been updated on the DEEWR website.</p>		
7. Queensland Country Week	<p>State Council was advised of the need to organise this year's display.</p> <p>OUTCOME/S Each Area Committee is to advise the State Coordinator of their nomination for one volunteer teacher. Coordinators will also need to advise if they are volunteering for the event.</p>	<p>Area Coordinators State PCAP Coordinator</p>	To be advised
8. State PCAP Website	<p>The State Coordinator will be reviewing the PCAP website. Any suggestions for changes or additions to the current information are welcome.</p> <p>OUTCOME/S Check whether a map is linked to the website and if not, then make this addition. The <i>eligibility</i> section of the PCAP brochure and website to be reworded to change 'non-government' schools to 'Catholic' schools.</p>	<p>State PCAP Coordinator</p>	Term 2 2009
9. PCAP State Council Roles and Functions	<p>State Council agreed that it is time to review the 'PCAP State Council Roles and Functions' document.</p> <p>OUTCOME/S State Coordinator to make the requested alterations to current document and distribute to Council for comment.</p>	<p>State PCAP Coordinator</p>	Term 2 2009
10. Strategic Plan	<p>Council agreed that review of the Strategic Plan should occur after State Roles and Functions review is complete.</p> <p>OUTCOME/S Next State Council Agenda</p>	<p>State PCAP Coordinator</p>	
11. Exemption from fatigue management rulings for PCAP mini bus drivers	<p>The current exemption will expire soon and mainly affects SW PCAP and NW PCAP.</p> <p>OUTCOME/S Awaiting written response from Queensland Transport. To be disseminated as soon as it arrives.</p>	<p>State PCAP Coordinator</p>	To be advised



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12. 2010 Meeting Dates	Agreed dates for 2010 Pre Service Forum and State Council Meeting: 15 & 17 March 2010 26 & 28 July 2010 25 & 26 October 2010 OUTCOME/S Dates to be booked as soon as possible	State PCAP Coordinator	March 2009
Next meeting	29 July 2009		

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