

Minutes

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PRIORITY COUNTRY AREA PROGRAM – STATE COUNCIL

Date/Time:	29 th July 2009, 9.00am
Location:	Department of Education & Training. Level 12, 30 Mary St, Brisbane
Attendees:	Patrea Walton, Pat Coughlan, Jacky Dawson, Anne-Marie Ward, Colin Bentley, David Broome, Keith Boucher, Yvonne Calderwood, Paul Daghish, Graham Iffland, Mary Killeen, Kath Newman, Maureen Stumer, Lew Verney, Mark Weir, Gerard Hore
Guests:	Adam Black – Strategic Finance - DET, Dr Joy Kennedy and Dr Janelle Young - ACU
Apologies:	Nil
Secretariat:	Susan Nicholls

Agenda Item/Topic	Discussion/Outcomes	Action Officer	Due Date
1. Welcome and Apologies	Chair welcomed members. No apologies.		
2. Confirmation of Minutes from Previous Meeting	Minutes accepted of the 17.03.09 meeting following amendments to the guest list and the inclusion of the Reports agenda item.		
3. Business Arising from Previous Minutes	Deferred: 1. Presentation by Dr Roland Simons. 2. PCAP State Council Roles & Functions Action - Seek advice from ADG Strategic Finance on wording to be used re: source of program funding.	Patrea Walton	As soon as possible.
4. Meetings	Changes to: 1. Agenda and Minutes 2. Decisions are carried and recorded in the minutes. Action - Use new formats from 29/07/09. Templates to be provided.	State Council	Next meeting
5. Correspondence	Provided in the meeting mail-out to Council members. Additional Correspondence: 1. Invitation to ICPA State Conference 2. Letter to Patrea Walton - Central PCAP AMC. Action - Letter of thanks to Steve Paulger for his significant contribution to PCAP.	Patrea Walton	By October 28 2009
6. Reports Tabled	Pre Service Forum, Area & State Coordinator Reports.		
7. Address by ADG Strategic Finance	Changed arrangements for funding from the Commonwealth to the State. Funding 09/10 has been allocated as per previous years. Business case for future funding to be made by 10/11/09; allocation should be known by May 2010. Catholic Sector funding from the Commonwealth guaranteed to the end of 2012.		
8. Eligibility Model (Eligibility Group, sub committee of State Council)	Update on the proposed funding model presented. The Minister has approved consultation with the stakeholders prior to commencement in 2010. Actions - Information package to be prepared and distributed to all interested parties for consultation.	Jacky Dawson Patrea Walton	As soon as possible. Post Eligibility and PCAP



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	Seek advice re: funding formula following review.		Area Reviews.
9. Accountability for Funding	Discussion of Business Case. Actions - DET to distribute feedback requests for consultation on future structure of PCAP for 2010/11 Business Case.	Jacky Dawson Patrea Walton Coordinators	As soon as possible. By 28 October 2009.
10. State Council Project Evaluation Process	Implement a process to evaluate state projects. Action - Develop an appropriate process.	State Coordinator	Next Meeting
11. Future State Council Meetings	Teleconference – may be called prior to the October State Council meeting.		To be advised.
12. ACU Presentation	Dr Joy Kennedy and Dr Janelle Young presented findings on: <i>Community Based Mentoring: An exploration of a model for supporting and retaining teachers in rural and remote communities in Queensland.</i> The full report will be available on the PCAP website.	State Coordinator	As soon as possible.
13. Funding Request	<i>Science and Maths Professional Development and Enhanced Teacher Professional Development via mobile broadband videoconferencing and web technologies.</i> – Northern PCAP Decision - Declined unable to guarantee funding. Action - Applicants require DET approval for research prior to applying for funding. Seek advice re process.	Patrea Walton	Next meeting
14. Deferred Items	2010 Meeting Dates, Funding Guidelines, State Website, State PCAP Roles and Functions, Funding Formula Action - Email current formula to Council members.	State Coordinator	Next meeting Prior to next meeting
15. Next Meeting Agenda	1. Eligibility Model: Area boundaries Funding Formula, Program Objective (CAP guidelines) 2. Business Case/Structure 3. Research Process and Guidelines 4. Website		
Next Meeting	Department of Education & Training. Level 12, 30 Mary St, Brisbane 28 October 2009, 9am.		

Meeting closed at: 2.35pm

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