

Meeting 4: Agenda

Date & Time:	Tuesday 15 November 2016 - 12.00pm to 4.00pm (A light lunch and afternoon tea will be available during the meeting)
Venue:	Toohy Room , Catholic Schools Office, 841 Hunter Street, Newcastle West 2302
Participants	Chair: Gerard Mowbray (GM) Members: Ray Bowen (RB), Rachael Connor (RC), Anita Howarth (AH), Tony Kelly (TK), Father Kevin Kiem (KK), Monique Malone (MM), Paul Murray (PM), Nick Diemar (ND), David Palmer (DP), Carmel Tapley (CT), Craig Wattam (CW), Geoff Whitnall (GW) Recorder: Rita Campbell
In Attendance:	David Hutton (DH)
Apologies:	
Distribution:	Ray Collins, Bishop Bill, Joanne Trotter, Helen Bourne, Fr Kevin Corrigan, Sr Libbey Byrne
Roles:	Chair: Gerard Mowbray, Reflection: Carmel Tapley, Recorder: Rita Campbell

TIME	WHAT	WHO	PROCESS &/or EXPECTED OUTCOME	EST. TIME
12.00	LUNCH			
12.15	1. Welcome, Prayer, Apologies & Declaration of Conflict of Interest Disclosure	GM & CT	Opening reflection, welcome and introduction of committee members, preview of agenda.	5 mins
12.20	2. Minutes previous meeting, business arising /actions. Risk Register Update	GM RB & GW	Review of record of last meeting #3 – 23/08/16, business arising/ action items and update on the risk register for the project..	15 mins
12.35	3. College Name & Ceremony	GM	Official name of the school/ committee and details of the foundation stone ceremony – Friday 28 October 2016.	20 mins
12.55	4. Architect Presentation and Discernment Panel Report	GM & GW	Summation of the Architect Presentation Day and Discernment Panel report recommendations.	20 mins
1.15	5. Architect Appointment & Program & Milestone Dates.	GW	Appointment of successful architect and outline of the process to follow. Update on the planning, program and milestone dates.	15 mins
1.30	6. Partners in Creating a New Catholic Learning Community	DH	Presentation on the role of the Foundation Principal and Parents when creating a new Catholic Learning Community.	60 mins
2.30	SHORT BREAK			
2.40	7. Parent Engagement 2017	TK ND, RC, AH,MM	Outline of program for Parent Engagement in 2017 including Parent Information Evenings	20 mins
3.00	8. Enrolment Boundaries	GM	Update on the enrolment catchment areas in relation to Catherine McAuley Catholic College, Medowie	15 mins
3.15	9. Commencement Cohort/ Cohorts	CW	Discussion of the commencement cohort/ cohorts 2020.	10 mins

3.25	10. 2017 Meeting Dates	GM	Proposed 2017 Project Implementation Committee dates.	5 mins
3.30	11. Meeting Summary & Evaluation	GM	Review key points & consider meeting effectiveness.	5 mins