

CAPA Regional Meeting Western Region 29th May 2008

Attendance: Adriana, Andrea, Chris, Claudia, Gill, Libby, Liz, Mark, Pat, Stephanie, Steve, Tanya.

Apologies: Colette, David, Dianne, Margaret, Mark, Paola.

Opened 4:00

Closed 5:10

No	Item	Discussed
1	Opening Prayer by	
2	Minutes from previous meeting	St Thomas', 6months ago.
3	Business arising from last meeting	Teacher appraisal, Loreto
4	Teacher Aprasal/Proformas	<ul style="list-style-type: none"> ➤ Loreto Proforma viewed by all. ➤ Teacher friendly/ not daunting. ➤ Staff fill in, in term 1 ➤ Viewed by a mentor teacher, term 2 ➤ Discuss with principal term 3. ➤ Implement changes in term 4. ➤ St Thomas also have an appraisal for teacher assistants. ➤ Iona staff (Andrea) happy to email internet address of idea for appraisal.
5	Student Files/Proformas	<ul style="list-style-type: none"> ➤ St Thomas' staff (Mark & Tanya) complete checklist regarding information for each child. Happy to email a copy. ➤ Their Data is collected throughout the year, and handed on to teacher at the end of the year. ➤ Discussed various ways of collecting and storing individual information through: ➤ T-Share, Files, Stored by class teacher, Maze, anecdotal notes, behavioural notes. ➤ Liwara/St Jerome's/OLG have 1 file per child with all information regarding assessment, sacraments, and personal information and teacher records. Bring copy to next meeting.
6	Religious Assessment	<ul style="list-style-type: none"> ➤ Discussed concern regarding Religious Assessment as not related to RE units of work, and level of difficulty. ➤ Classroom teachers to mark. ➤ Children expected to sit a "knowledge" test when should be faith based. ➤ Not a good measure of children's knowledge/faith understanding. ➤ Parents and Priests discussing restructuring Sacraments. ➤ Suggested that concerns be brought to the CAPA board.

7	Duty Statements	<ul style="list-style-type: none"> ➤ Encourage AP's to be on the school board as a good experience in understanding the movements of the school. ➤ Deed of agreement to be discussed at next meeting.
8	Interactive Whiteboards	<ul style="list-style-type: none"> ➤ Discussed who has Interactive Whiteboards in their school. ➤ Discussed the benefits between Webster and Smart boards. ➤ Scope and Sequence for Interactive whiteboards for teachers. If anyone makes one up for their school please bring to next meeting to share.

Thank you Claudia and Gill for hosting the meeting, providing delicious snacks and showing us around your school!!

**Next CAPA Meeting: John xxiii
21st August, week 5
4:00pm
RSVP to Adriana Coniglio or Liz Gardner**