

19 June 2024

Dear Parents, Guardians and Members of the Mary MacKillop Catholic Regional College Community

On Monday 9 September and Tuesday 10 September, a Formative Appraisal of Mr John Freeman will take place. The framework for this appraisal is based on the areas of responsibility for a secondary principal as set down in the document *Recommended Procedures for Catholic Secondary Principals* (Catholic Education Commission of Victoria, 2016).

The purpose of the appraisal is in accordance with the above document which states in Clause 8.5.2 that *"this formative appraisal is aimed at providing the Principal with an opportunity for deep reflection, informed by considered feedback from members of the school community"*.

In preparation for his appraisal, Mr Freeman will prepare a Self-Reflection Report for the Panel covering areas of his role including the three domains for school improvement that are the focus of this process including High Quality Catholic Education; Learning and Teaching; and Sustainable Organisation.

The Panel that will conduct the appraisal comprises:

- Ms Debra Punton – Panel Chair - Deputy Director: Catholic Identity, Leadership, Learning and Teaching - nominee of the Director of Catholic Education, Diocese of Sale
- Ms Lisa Harkin – Principal, Marist-Sion College, Warragul – nominee of the Principal
- Ms Elizabeth Gleeson - Independent Consultant - nominee of Diocese of Sale Catholic Education Limited (DOSCEL)

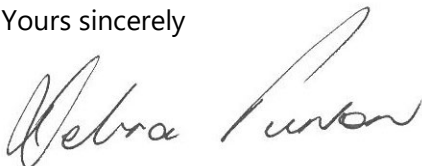
Some students and parents/guardians will be invited to attend an interview. As you can appreciate, time does not permit us to interview a large number of members of the community in two days. Should parents/guardians wish to have input, please email your comments to: dpunton@doscel.catholic.edu.au. All comments are treated as confidential, and would not be identifiable in the final report.

As a valued member of the Mary MacKillop Catholic Regional College Community you are asked to participate in this process by completing a questionnaire. Your contribution is important. Please click on this link <https://forms.gle/F5kZA9ASJ4NACnp3A> to complete the questionnaire by **Monday 19 August 2024**.

I ask for your support in this important process, and trust that it is a positive and encouraging experience for both Mr Freeman and the College community.

With best wishes

Yours sincerely



Debra Punton
Panel Chair
Deputy Director: Catholic Identity, Leadership, Learning and Teaching
Chief Operations Officer - Diocese of Sale Catholic Education Limited