



# DIOCESE OF SALE CATHOLIC EDUCATION LTD.

29 October 2019

Dear Parents, Guardians and Members of the St Francis Xavier College Community

On 18 and 19 November 2019, a Formative Appraisal of Mr Vincent Feeney, Principal of St Francis Xavier College will take place. The framework for this review 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 review 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 on the early years of the contract, informed by considered feedback from members of the school community"*.

In preparation for his appraisal, Mr Feeney 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 Catholic Identity and Religious Education; Learning and Teaching; and Leadership.

The Panel that will conduct the Formative Appraisal comprises:

- Ms Debra Punton – Deputy Director; Catholic Identity, Leadership, Learning and Teaching – Panel Chair (nominee of Diocese of Sale Catholic Education Limited (DOSCEL)
- Mr Anthony Banks - Principal of Padua College, Mornington (nominee of the Principal)
- Ms Elizabeth Gleeson - EMG Consulting - (nominee of Director of Catholic Education, Diocese of Sale)

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@ceosale.catholic.edu.au](mailto:dpunton@ceosale.catholic.edu.au). All comments are treated as confidential, and would not be identifiable in the final report.

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

With best wishes

Yours sincerely

Debra Punton  
Panel Chair  
Deputy Director: Catholic Identity, Leadership, Learning and Teaching  
Diocese of Sale

*Inspiring Faith, Inspiring Learning*