

Corpus Christi Parish Catholic School Advisory Council Bylaws

ARTICLE I. Title/Mission/Function/Purpose

- Section 1.** The name of this body shall be the Corpus Christi Parish School Advisory Council, hereafter referred to as the “Advisory Council,” or “Council.”
- Section 2. In the spirit of Christ, as expressed through the teaching and living of Gospel values, the mission of this Council is to promote quality Catholic School Education.
- Section 3.** The Council is established as a policy-recommending body to the principal and pastor in matters of education pertaining to Corpus Christi Parish Catholic School. Such policies, when ratified by the pastor, will be binding.
- Section 4. The function of the Council is to examine and report to the principal and pastor, policy concerning Catholic education in Corpus Christi Parish Catholic School, including but not limited to the following:
- a. Welfare of the students
 - b. Issues concerning faculty and staff.
 - c. Financial matters that may come before the Council
 - d. Evaluate the effectiveness of policy and programs in achieving educational objectives
 - e. Facilitate the achievement of Parish and Diocesan goals for Catholic school education.
 - f. Work to further the goals of Catholic, Christian stewardship.
 - g. Maintenance and capital improvement recommendations
 - h. Long range planning
 - i. Public relations
 - j. Building relationships and encouraging communication between the church, school, and within the school
- Section 5.** Under the direction of the Office of the Superintendent for Total Catholic Education, the Council and pastor will form a search committee to assist in the selection and hiring of the Parish School Principal. In the event that the school has an Interim Principal, the Council will proceed in conducting a fair and impartial search, providing the Interim Principal the opportunity to apply as well.

ARTICLE II. MEMBERSHIP OF THE SCHOOL ADVISORY COUNCIL

Section 1. Number, Composition, and Qualifications

The Corpus Christi Parish Catholic School Advisory Council consists of seven members who are representatives of the Catholic community. It includes parents with students in the school, and may include parents with children outside the school, parishioners with school-aged children and parishioners without school-aged children. Membership will be approved by the Pastor based on recommendations of the existing Council.

The Pastor and Principal are ex-officio non-voting members.

Council members should have the following credentials:

- a. A member of the Catholic Community.
- b. Genuine interest in Catholic education

- c. Willing to make the necessary time and participatory commitment to the Council.
- d. Not a paid Parish employee or their immediate relative, or the spouse of a current Council member without prior approval of the Council.
- e. Willing to embrace the principles of Catholic, Christian stewardship.

Section 2. Selection/Election

When a vacancy in the Council arises due to death, prolonged absence, resignation, dismissal of a Council member, or expiration of a term, the Council will elect a replacement candidate. The Council will then present the candidate to the Pastor for final approval.

Section 3. Term of Office

The term of office consists of one three-year term, renewable for up to three years at the discretion of the Council.

Section 4. Dismissal

Two consecutive, unexcused absences during one calendar year may make a Council member subject to dismissal at the discretion of the Council.

ARTICLE III. OFFICERS

Section 1. Following their terms of office, a discernment model will be used for the selection of officers.

Section 2. President: The President presides at all meetings of the Council. The President is responsible for the principle correspondence of the Council. The President performs all duties incident to the office of a President and such other duties as from time to time may be assigned to him/her by the Council.

Section 3. Vice-President: The Vice-President, in the absence of the President, will assume the duties of the President and, when so acting, will have the power of the President.

Section 4. Secretary: The Secretary retains the official minutes for all Council meetings. The Secretary is also responsible for recording minutes during Council meetings and preparing condensed minutes. The official minutes for the meeting will be sent to the parish office for archive purposes. The condensed minutes will be sent to the TCE office and be included in the weekly school newsletter.

ARTICLE IV. MEETINGS

Section 1. The Council will meet monthly at a regular time and place.

Section 2. Five voting members are required at a regular Council meeting for normal official Council decisions.

Section 3. The Council has the authority to call a closed meeting with a consensus of the members present, when matters of a confidential nature are discussed.

Section 4. Emergency meetings may be called at the discretion of the President.

Section 5. Parents may address the Council by contacting the President of the Council and arranging a presentation on a Council meeting agenda at least one week prior to a regularly scheduled Council meeting.

Section 6. A representative of the Council will attend Pastoral Council meetings as the liaison

between the two Councils. The School Advisory Council liaison will be a nonvoting member of the Pastoral Council.

Section 7. The School Advisory Council shares the ministry to teach and communicate Christ. Decisions of the Council shall be made after an attempt to discern the will of God through prayerful reflection, collaboration, and open, honest sharing of viewpoints.

ARTICLE V. DATES

Section 1. The date the Bylaws were adopted by the School Advisory Council shall appear on the printed copy.

Section 2. The date the Bylaws were ratified by the Pastor shall appear on the printed copy.

Section 3. The date of revision and review shall appear on the revised printed copy.

ARTICLE Vi. POLICY

Section 1. The Council will regularly review the Council Bylaws

ARTICLE VII. AMENDMENTS

These Bylaws may be amended at any regular meeting by a simple majority of the full membership of the Council provided that any such amendment be submitted in writing to all members, ten (10) days prior to meeting. Amendments shall be subject to ratification by the Pastor.

Adopted __September 12_____, 2006_

Ratified by __Father Steve Parlet_____, 2006__