

ALL SAINTS CATHOLIC SCHOOL

SCHOOL ADVISORY COUNCIL COMMITTEES

The purpose of the School Advisory Council is to act in an advisory capacity to the Pastor and Principal in the areas of school policy, finance, strategic planning, operational effectiveness and promotion of Catholic education. The School Advisory Council formulates policies for the school. Policies are broad, general and direction-setting statements which give general direction to the administration, anticipate and forestall crises, clarify expectations, and reduce subjectivity and arbitrariness.

The major characteristics of an effective School Advisory Board are **effective committees**, ownership of issues and communication. The following is a synopsis of the different committees on the School Advisory Council. Anyone interested in serving on a committee should sign up on the attached sheet or contact the school.

FINANCE COMMITTEE: The Finance Committee recommends policies to the School Advisory Council regarding finance and tuition issues related to the school. The Finance Committee assists the Principal and School Advisory Council Chair in preparing for the School Advisory Council monthly and annual financial reports. The Financial Committee reviews and advises on the annual All Saints Catholic School budget. The Finance Committee recommends the school tuition rates and fees to the pastor and principle.

FACILITIES COMMITTEE: The Facilities Committee recommends action to the School Advisory Council regarding the condition of the physical school and grounds. The Facilities Committee recommends cost-effective improvements and preventive maintenance. The Facilities Committee coordinates with St Anne committees on plant and ground issues.

TECHNOLOGY COMMITTEE: The Technology Committee is responsible for identifying and researching opportunities for the school to improve its use of technology (e.g., improving the website, bringing more technology into the classrooms, utilizing technology for communications with parents, planning for implementing new technologies, etc.) This committee is also responsible for maintenance and upkeep of the school's infrastructure to support technology usage.

STRATEGIC PLANNING COMMITTEE: The Strategic Planning Committee reviews the current status of the school based on the 5-Year Strategic Plan. The Strategic Plan is the overall vision established for the school that needs continued refinement. There are goals that can be accomplished in a year or less and there are those that will take time (i.e., short and long term planning). The majority of these documents have goals assigned to the various committees. Therefore, it is the responsibility of the Strategic Planning Committee to ensure that the various committees are actively working on their established goals, redefining as necessary and establishing new goals for the future. It is also the responsibility of the Planning Committee to ensure that the various committees are working towards the same end. The Strategic Planning Committee provides the instruments for strategic planning and evaluation of the 5-Year Plan. The Strategic Planning Committee assists with policy review and manages annual customer/stakeholders satisfaction surveys.

DEVELOPMENT COMMITTEE: The Development Committee oversees long-range capital development campaigns and annual fundraising events. The Development Committee establishes relationships for the long term donor, sponsors and the community. The Development Committee must work closely with all organizations (e.g., PTO) to develop and schedule of fundraising events through a master calendar. The committee recommends policies and strategies with the Principal and School Advisory Council for long-range planning for the school.

PUBLIC RELATIONS COMMITTEE: The Public Relations Committee communicates with the parents, parishes, and public about All Saints. Promotion of the School and recruitment/retention of students are the focus for this committee.