



## 2020-2021 Bylaws of the St. Joseph Catholic School Education Committee

### Article I: Purpose

- A. The purpose of this organization shall be to act as a consultative body to the Pastor and Principal and to assist in formulating, refining, reviewing, and constantly updating policy related to St. Joseph Catholic School education.
- B. The Education Committee ensures that regulations adhere to Diocesan requirements.
- C. The Education Committee helps to plan the means of financing ongoing educational programs and tuition.
- D. The Education Committee does not have the authority to enact the policy or enter into contractual obligations. The Pastor is the final decision-making authority. The Pastor may seek council from the Pastoral Council.
- E. In monitoring progress, the Education Committee evaluates whether goals are being set and accomplished.
- F. In the event an administrator vacates the position, the Education Committee (upon request) will assist in the hiring process along with the Pastor, faculty/staff and the Superintendent of Catholic Schools.

### Article II: Membership

- A. There shall be at least six members on the Education Committee, not including the Pastor.
- B. Any parent or guardian of a child enrolled in St. Joseph Catholic School, Principal, Pastor, parishioner, or faculty member is eligible to be a member of the Education Committee.
- C. All members shall have an equal opportunity to express their views.
- D. A member who is repeatedly absent without good cause will be asked to vacate the position and another person will be asked to complete the term.
- E. A member requiring removal for good cause shall be removed by the appropriate consideration and action of the Pastoral Council.
- F. New members will be attained on a voluntary basis. If there are more volunteers than openings, a lottery shall be conducted.
- G. In the event that there are fewer volunteers than vacancies, the Committee members shall nominate individuals to replace outgoing members.
- H. In the event of a mid-term vacancy, the same procedure used for new members shall be used to fill the vacancy with a lottery.
- I. New members will be given an orientation to familiarize him or her with protocols and procedures.

### Article III: Officers

- A. The officers of this committee shall be the Pastor, Secretary, and Principal.
- B. The Secretary will prepare the agenda and record minutes.
- C. The Principal or Secretary shall preside over regular or special meetings where the Pastor is absent.
- D. In the event of unexpected leadership opening, the Pastor is the decision-making authority in choosing the other officers.

### Article IV: Meetings

- A. Prior to each meeting, the committee members shall receive a copy of the agenda and minutes from the previous meeting.
- B. Meetings shall be held every other month throughout the school year and as needed during the summer months.
- C. Special meetings may be called with at least twenty-four hours advance notice.
- D. Consensus building shall be an appropriate method of decision making by the Education Committee. Consensus means that all committee members agree to support the decision that appears to be best for the greatest number of people. Decisions shall be made only if a majority of the members are present.
- E. Committee self-assessment will be conducted on a yearly basis.

### Article V: Standard Order of Meetings

- Opening Prayer and Mission Statement
- Principal's Report
- Pastor's report
- Home & School Report
- Religious Education/Youth Ministry Report
- Choice Program Report
- Open Forum – Q&A
- Next meeting date
- Closing Prayer

*"We the family of St. Joseph, are committed to educating God's children by promoting Catholic values through academic excellence and service to others."*

**Article VI: Authority**

All policies developed and defined by the Education Committee and these by-laws as established or revised shall be in accord with the policies and directives of the Bishop of La Crosse.

**Article VII: Amendments**

These bylaws may be amended by a consensus of the Education Committee with regard to the provisions of the articles above.

**Article VIII: Approval**

Pastor:

Date:

Secretary:

Date:

Principal:

Date:

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