

## **Information about the St Joseph's Catholic School Advisory Council**

### **What is the Role of St Joseph's Catholic School Advisory Council?**

The Catholic School Advisory Council provides the opportunity for members of the school and parish community to support the mission of Catholic education in the school. Working with the Principal and the Parish Priest, the members of the Council and its committees provide guidance and support to the wider school community.

The Catholic School Advisory Council has an advisory role; it has no mirror in secular society. The policies of the school are always set within the mission of Catholic education. In areas where it has an advisory role in the development and monitoring of school policy, the Council operates within the policies and procedures determined by the CSO.

The Principal has responsibility for the day to day leadership and management of the school.

### **Responsibilities of the St Joseph's Catholic School Advisory Council.**

The School Advisory Council has responsibility to advise in the following areas.

- The development of the Catholic identity, ethos and mission of the school.
- The pastoral care strategies in the school community.
- Promotion of the school in the local community.
- Preparation and monitoring of the annual budget.
- Ensuring compliance with the ACNC Regulations by school associations and committees such as the P&F.
- Development of local strategic plans (finance, buildings, resources) and contributing to diocesan educational strategic planning.
- Facilitation of school community responses in conjunction with Catholic system leadership by the NCEC, CEC, BCCS and CSO in engaging with governments on school funding and other relevant issues.
- The preparation and publication to the parish and school community of an Annual School Advisory Council Report.
- Supporting opportunities for parent engagement in student learning.
- The provision of opportunities for parents for social, community and parish interaction and for parents to form supportive networks.
- Other matters as requested by the Principal or Parish Priest.

### **Who will make up the St Joseph's Catholic School Advisory Council.**

St Joseph's Catholic School Advisory Council shall comprise of the following

- The Parish Priest (an ex-officio member.)
- The Principal (an ex-officio member.)
- Up to two members drawn from the staff.
- Community members.  
*(The numbers of members from the parents and community shall be at least equal to the number of staff and ex-officio members.)*
- Co-opted members  
*(With the approval of the Parish Priest and the Principal, up to two members may be co-opted to the Advisory Council. These will be chosen by ex-officio, staff and community members and invited to take an equal place on the Advisory Council.)*
- Co-opted members will be chosen to bring to the Advisory Council a special skill, service or experience.

### **How many members will make up the St Joseph's Catholic School Advisory Council?**

- The pattern of membership will reflect the school size and local needs and generally will have a membership of not less than six and not more than ten members.

### **Who can nominate for a position on the St Joseph's Catholic School Advisory Council?**

All parents and guardians of our school community are able to nominate for a position on the St Joseph's Catholic School Advisory Council. In saying this, the following criteria is expected for all members of our School Advisory Council.

- The Chairperson of the Advisory Council will normally be a Catholic and a member of the Catholic parish.
- All Advisory Council members should maintain themselves in spiritual motivation, commitment and competence according to the values and traditions of the Catholic Church.
- An understanding of local Church policies relevant to Catholic schools.
- A genuine desire to be of service to the school community.
- Have the necessary skills to contribute to the work of the St Joseph's School Advisory Council.
- The ability to work collaboratively and constructively with other members of the St Joseph's School Advisory Council.
- Adequate time to give to School Advisory Council duties.
- Willingness to act within the code of ethics for School Council members.
- Have completed a volunteer declaration form, NSW Working with Children Check - Volunteer Declaration - from the Commission for Children and Young People NSW, in order to meet current Child Protection legislation in NSW.

### **How long does each member of the St Joseph's Catholic School Advisory Council hold Office?**

- Only ex-officio members may remain as members of the School Advisory Council for more than six consecutive years.
- A term of membership of the Advisory Council shall be for a period of two years for all other members.
- Members of the Advisory Council may be appointed for a maximum of three consecutive terms.
- Members may not hold the same position of Chair or Secretary beyond two consecutive terms.
- School Advisory Councils will be mindful of the need for renewal of membership. Retiring members shall be eligible for re-election up to a maximum of three consecutive terms.

### **How many meetings will I have to attend if my nomination is successful and I am voted in as a member of the St Joseph's Catholic School Advisory Council?**

The new Catholic School Advisory Councils are asked to meet at least once a term? This is one of the notable difference of the old board setup in that meetings will not be held every month. Our St Joseph's School Advisory Council will meet twice a term at the beginning and end of each term (Week 2 and Week 9.) In saying this, actual dates will be set when the new School Advisory Council is elected but two meetings a term will be adhered to.