

Thursday, March 09, 2006

Mission Effectiveness Committee  
Michael Ochoa, Chair  
George Preacher, Parent  
Susan Straine, Parent  
Bill Garcia, Community Advisor  
George Buckingham, St. Francis Parish.

TO: St. Francis of Assisi Elementary School  
School Advisory Commission (SAC)

CC: Domenic Puglisi

RE: Updated SAC Bylaws

On behalf of the SAC Mission Effectiveness Committee I am providing you with our recommendation for changes to the existing bylaws of St. Francis of Assisi Parish School Advisory Commission provided to SAC members at the beginning of the 2005/06 school year (date established not noted).

Before you is 5 months of work the Mission Effectiveness Committee has performed in reviewing the existing bylaws of our commission in our attempt to reconcile these bylaws to that of the Diocese while keeping the uniqueness and perspective needed to meet the needs of our school.

Some of the major modifications to these bylaws are outlined below.

- The addition of a Nominating Committee as a standing committee of the SAC that work with the Nominating Committee Guidelines also attached for your review.
  - Articles III, IV and VIII have been modified to add language to reflect a more concerted effort in the practice of gaining SAC membership.
  - Solidifying the nomination of new SAC members and the election of officers.
- Additional clarification language has been added in Article VII identifying more specifically how the committee conducts business with and without a quorum, special meetings and executive meetings.
- Committee Names Changes.
  - Changing the Planning Committee name to “Strategic Planning Committee”
  - Changing the Development Committee name to “Development and Marketing Committee”

- Finance Committee Alignment. Our committee found a huge omission between the Diocesan guidelines and the existing St. Francis SAC bylaws specifically in relation to the finance committee's oversight, third party review, and general interaction between the SAC and the administration. These guidelines now reflect the intention of the Diocesan guidelines.
- Facilities Committee Alignment. Our committee also an omission between the Diocesan guidelines and the existing St. Francis SAC bylaws particularly in reference to site oversight, changes and improvements of school grounds These guidelines now reflect the intention of the Diocesan guidelines.
- Mission Effectiveness Committee membership has stricken the policy to only allow for practicing Catholics to be committee members.
- Added to the duties of each standing committee is, "Guidelines shall be established to outline the committee's business mission, values and goals."

Interviews with the Diocese Catholic Schools department, along with our own Father Anthony, helped guide the framework for these changes. At this time I would like to publicly thank Bill Garcia, George Preacher and Sue Strane for their tremendous effort and insightful recommendations for modifications to these bylaws. I especially want to thank Fr. Anthony for his guidance and openness in letting our committee perform this very important work.

God Bless,

/s/

Michael Ochoa  
Mission Effectiveness Committee Chair

Enclosures:

Revised SAC Bylaws dated 2/27/06  
SFE SAC Nomination Committee Guidelines