

School Advisory Committee:

Summary Description: Serves as overall advisory board, reviews policies, sets the annual budget and assists with marketing and development.

2015-16 Chair: Renee Butzler nenelynn@gmail.com
(Term expires 2016)

2014 – 2017:
Angie Fink (Secretary) reblingfink@gmail.com
Edwin Oster: edwinoster1@gmail.com

2015 – 2018:
Lisa Buxcel lbuxcel@live.com
Dan Corbett corbettchiro@gmail.com
Allyn Kuennen adkuennen@gmail.com or adkuennen@msn.com
Jenny Streefland jennifer.streefland@nfld.k12.mn.us

Standing Members:

Principle: Vicki Marvin vickimarvin@schoolofstdominic.org
Development Director: Mylie Lougheed mylielougheed@schoolofstdominic.org
Pastor: Denny Dempsey ddempsey@churchofstdominic.org

Members shall include: Principal, Development Director, Pastor, and **seven or more** voting members comprised of parents of students attending St. Dominic School, school alumni and members of St. Dominic Parish.

Length of term: 3 years, renewable

Meeting Times: Once per month, special meetings as needed. A member of the SAC will attend the Endowment Committee Meetings (twice yearly) and the PPC Meetings (once monthly).

Time Commitment: 2 hours for the monthly meeting. Actions outside monthly meeting are few but can require additional time commitment.

Responsibilities:

- Chair: Set meeting dates and agenda with school principal, conduct/oversee meetings, manage formal communication between SAC and other school committees.
- Vice Chair: Perform all duties of chair when chair is absent or unable to act.
- Secretary: take meeting minutes and distribute to committee members within 48 hours for approval via email. Assist in other communications as needed. Keep official record of all past meetings and pass onto the successor secretary.

- Review and implementation of policies and directives
- Interviewing process of school professional staff
- Setting of tuition rates and fees and determining admission policies
- Financial stewardship of the school, including developing annual budget, monitoring and investigating variances between actual and budget figures, forecasting.
- Regular evaluations of school programs
- Approve all school special events and fundraisers
- Oversee Standing Committees (PSA, Technology, Athletic, Endowment, Family Fun, Saints Night Out/Cash Raffle, Marketing)
- Appoint ad hoc committees or special task forces as needed

Reporting: Report to Parish Pastoral Council (PPC) monthly as required.

Action Request: Recruit minimum of 5 members for 2015-2018 to replace members whose terms are ending and reach minimum of 7 voting members