

Sacred Heart School

Personal Information Application for the Board of Education

Name: _____

Address: _____

Phone: _____

Email: _____

Why did you choose to participate in applying for the Board of Education?
How do you feel called to this ministry?

What gifts would you bring to the Board of Education?

Please complete and return to the School Office by Monday, April 1.

Sacred Heart School

Board of Education Information Sheet

Vision:

To be an effective, supportive Board of Education that represents all aspects of parish youth education, developing “best practices” policies and establishing a tradition of excellence. We are an advisory board involved in finance management, enrollment and marketing, and meeting strategies and objectives aligned with the strategic planning process.

Responsible for the oversight of the following Sacred Heart education programs:

Religious Education
Preschool
Sacred Heart School
Youth Ministry
Sacred Heart Plus

Term:

3 years

Current Board of Education Members:

Heather Strang, President
Alecia Raymer, Vice-President
Jeff Winslow, Secretary
Jill Kinnison, Treasurer
Melissa Blankenhagen
Adrienne Branstad
John Klein
Jayme Millhollin
Jay Smith

Time Commitment:

Board of Education Meetings – 3rd Tuesday of each month
Subcommittee – Each Board member is assigned to one subcommittee.

Board of Education

What it is:

- Nine to twelve parishioners and the pastor.
- Each member holds a three-year term.
- Oversees the following programs; Religious Education, Youth Ministry, Preschool, Sacred Heart School.
- Reviews and sets policy for each of these programs.
- Works with administrators and the Finance Council to review and develop budgets for each program.
- Receives reports from different committees and organizations that support these programs.
- Will assist in interviewing and selection of new staff when requested by administration.
- Responds to administrators request for advice and special needs.
- Select and review program administrators when required.
- Support and encourage program administrators.

What it isn't:

- The Board of Education does not get involved into the day to day operations of the programs it oversees.
- The Board does not plan, organize or manage any of the programs.
- The Board does not supervise or evaluate staff.

Frequency of Meetings:

- The Board of Education meets every third Tuesday of each month
- Monthly meetings last approximately 1-2 hours and start at 6:30 p.m.
- Each board member will be a part of a committee that may meet once or more per month. Monthly recap reports are given at each Board meeting.
- There are several Sacred Heart events or programs that the Board participates in and some or all members are expected to participate. Some of these are, Back to School Nights, Beginning of the Religious Education night, Catholic Schools Week, School auction, parent information meetings.

Membership Characteristics:

- Faithfulness
- Parishioners and/or parents of students attending Sacred Heart School, Religious Education, Youth Ministry or Preschool Programs.
- Parish members, who are active in the parish and school community, can contribute their time and talents, both personally and professionally, to and for the growth and betterment of the Parish and our School community.
- People who seek to make our school and religious education programs a place of excellence for learning, emphasizing the teachings of the Catholic Faith and incorporating them in everyday life.
- Can display tact, firmness and cooperation in spite of differing views
- Members must make decisions by listening to all sides and work with diverse groups, not involving personal choices or agendas, all with the purpose of excelling all our education and religious programs.
- Must be able to keep information confidential about personnel and student issues.

