

THE SMS ADVISORY BOARD

The Saint Mark School Advisory Board is a consultative board that meets at the behest of the Pastor and Principal at least bi-monthly throughout the year to provide advice and counsel specifically in the review of the vision and mission of the school, strategic planning, policy formulation in areas determined by the Pastor and Principal, financial planning/management, institutional advancement, fundraising and development, communication, and mission review and enhancement. The advisory board consists of parent and (non-parent) community volunteers selected by the Pastor and Principal, working in conjunction with the Advisory Board, to lend their unique expertise and advice. Members serve three-year terms and are governed as a consultative body by the *Guidelines for Catholic School Governance* established by the Archdiocese of Los Angeles. The Advisory Board has no authority for formulating policies separate from the Pastor and Principal. The board does not have responsibility for determining the amount of parish funds designated for the support of the school and has no responsibility with regard to school curriculum, staff, personnel or students. The president of the Saint Mark Parent Action Committee (PAC) is an invited member of the SMS Advisory Board, by virtue of the PAC's essential service to the fundraising and spirit programs for the school.

SMS Board Meetings

The SMS Advisory Board meets at least bi-monthly on a regular day and time to be announced at the start of each school year and published in newsletters and mailings. Parents/guardians and other interested parties are encouraged to attend scheduled open sessions of the Board, and may speak to a particular issue if prior arrangements have been made. The following guidelines have been established to promote open communication while protecting privacy and assuring order at Board meetings:

- Matters involving individual students and personnel will be discussed in closed session.
- Individuals who wish to address the Board in either open or closed session must make arrangements in advance with either the President or other officer of the Board.
- The Board President will welcome opportunities for comments by observers during designated open sessions.