Vision of Diocese of Victoria Catholic Schools

Christ is the foundation of the whole educational apostolate in a Catholic school. Catholic schools in the Diocese of Victoria are dedicated to teaching minds through educational excellence and touching hearts through apostolic stewardship, as rooted in the Tradition of the Catholic faith. Through Catholic schools, the Church seeks to prepare the people to proclaim the Good News and to translate this proclamation into action.

(Statements based on The Catholic School, 1977; To Teach as Jesus Did, 1972)

Mission Statement of Victoria Catholic Schools

The mission of the Office of Catholic Schools is to provide the Catholic Schools of the Diocese of Victoria in Texas with the vision and service necessary to: “Renew All Things in Christ by Teaching Minds and Touching Hearts”.
Article I
Name of Organization

The name of this body shall be the Diocesan School Advisory Council of the Diocese of Victoria.

Article II
Purposes, Authority and Functions

Section 1. Purpose
The Diocesan School Advisory Council (DSAC) is established by the Bishop in accordance with diocesan policy to assist him and the Superintendent of Schools in governance of the Catholic schools of the diocese subject to the provisions of Canon Law and the regulations and procedures of the Texas Catholic Conference of Bishops Education Department.

Section 2. Authority
When the Council meets and agrees on a policy matter, and the policy is approved by the Bishop, the decision is effective and binding on all. The council is consultative in the following sense: the members cannot act apart from the Bishop and Superintendent of Schools and cannot make decisions binding for the schools without approval of the Bishop and the Superintendent of Schools.

Section 3. Functions
It shall be the responsibility of the Council to recommend policies to the Bishop and to set general standards, goals, and objectives pertaining to the educational mission of the Church, as related to Catholic schools, and to review the implementation and evaluate the effectiveness of such policies. It is advisable that the Bishop consult with the Council before decisions are taken in such matters as opening, closing or changing of status of a school, and appointment or termination of the Superintendent of Schools.

Article III
Relationships with Other Groups

In conjunction with the Office of Catholic Schools, the Diocesan School Advisory Council shall communicate its discussions and recommendations to all local school advisory councils, and the pastors, administrators and staffs of schools, preschools, and extended care programs within the diocese.
Article IV
Membership

Section 1. Number and Composition
The Diocesan School Advisory Council shall have a total of ten (10) voting members. Six (6) lay representatives who have a vested interest in a particular Catholic school, (e.g., alumni, past/present parents, financial contributors, former employees, etc.) but are not current employees will serve for 3 years each, with a rotation schedule that accommodates two members rotating off each year. Two (2) representatives who are currently principals of a Catholic school, one (1) pastor with a Catholic school, and one (1) pastor without a Catholic school, will serve for one (1) year each with a rotation schedule that complements but does not overlap with the other school representatives.

Section 2. Ex-Officio Membership
A. The Bishop of the Diocese of Victoria shall be ex-officio, a member of the Diocesan School Advisory Council.
B. The Superintendent of Schools shall be an ex-officio member but does not have a vote.
C. The Bishop may appoint other ex-officio members at his pleasure.

Section 3. Appointment, Vacancies, Removal
Members of the Council other than ex-officio members shall be recommended by the schools they represent and then appointed by the Bishop after consultation with the Diocesan School Advisory Council. Any member of the Council so appointed who is absent from two consecutive regular meetings of the Council shall, unless excused by action of the Council, cease to be a member and should be replaced by the school they represent. Service on the Diocesan School Advisory Council is not an office but a ministry. Council members who serve are subject to removal by the Bishop.

Section 4. Tenure of Office
The six lay representatives shall hold office for a term of three years, except for one who is appointed to complete the unexpired term of another member. This rotation schedule will accommodate two members rotating off each year. The Pastors and Principals shall serve on the DSAC for 1 year each with a rotation schedule that complements but does not overlap with the other school representatives. The term of office shall expire May 31 and new terms shall commence on June 1. Members joining in June, are invited to attend the preceding fourth quarter meeting for orientation and installation.
Article V

Officers

Section 1. Officers of the Diocesan School Advisory Council
The officers of the DSAC shall be a president, a vice-president, both of whom are taken from the group of six (6) lay representatives who are not currently employees of a Catholic School or the Diocese of Victoria. These officers will work with the Superintendent to plan and facilitate the council meetings.

Section 2. Selection, Appointment, Tenure, Vacancies
The president and vice-president shall be selected annually by the Council membership at the meeting of the Council designated for this purpose. The procedures for nominating and selecting these officers are prescribed in the by-laws. Subject to the Bishop’s approval, they shall hold office until the next annual selection, and thereafter, until their successors are duly selected. The Superintendent of Schools, appointed by the Bishop, acts as the executive officer of the Council.

Section 3. President
The president shall preside at all meetings of the Council, and shall work with the Superintendent of Schools, to plan the agenda and facilitate the council meetings.

Section 4. Vice-president
The vice-president shall perform the duties and exercise the function of the president in the absence of the president, and shall perform such other duties as delegated by the president.

Section 5. Superintendent of Schools
The Superintendent of Schools shall:
- report the actions of the Council to the Bishop;
- assist the Council president in developing the agenda for meetings;
- recommend policies;
- act as a professional consultant;
- keep the official minutes of the meetings;
- oversee the implementation of Council decisions;
- prepare reports as deemed necessary;
- provide all notification as called for by this constitution;
- maintain all records.

With the approval of the Council, the Superintendent of Schools may appoint a person, not a member of the Council, to act as meeting facilitator and/or secretary of meeting minutes.
Article VI
Committees

Standing Committees:
The Diocesan School Advisory Council has four (4) standing committees and each member of the council will serve on at least one committee. These areas are the following:

1) Finance
2) Policies
3) Marketing
4) Personnel and Governance.

Each committee shall have such responsibilities and shall perform such duties as may be assigned to it by the Council or the Bishop and shall be appointed and vacancies filled in the manner determined by the Council. Members of standing committees need not be school advisory council members. However, the chair of each committee shall be an advisory council member. Standing committees shall meet as needed. All recommendations made by a committee must be approved by a majority of the council prior to being sent to the Bishop.

Ad Hoc Committees: Ad Hoc committees will be appointed as needed. Members of ad-hoc committees need not be school advisory council members. However, the chair of each committee shall be an advisory council member. Ad-hoc committees shall meet as needed. The appointment of each ad-hoc committee shall state the duration of the committee.

Article VII
Amendment of the Constitution

This Constitution may be amended by consensus or alternative by vote of three-fourths (3/4) of all Council members present, subject to the approval of the Bishop. Proposed amendments shall be published in writing to Council members not less than thirty (30) days prior to the meeting at which they are considered, and consideration of such amendment shall be indicated on the agenda.

APPROVED:

__________________________________________________________
Signature of Bishop

__________________________________________________________
Date