

In regard to the role of the BSJ in evaluating the principal – the board has no role ... evaluation of employees in administrative roles is handled by the pastor – the canonical administrator ... the evaluation of line staff employees is delegated by the canonical administrator to administrative staff, such as, the principal for the employees in the school ... personnel/human resources is an area which the owners have reserved – it is not one of the specified areas which the members of the BSJ have been empowered ...

In regard to the annual meeting, it is time to invite all stakeholders for the Catholic school to receive an annual report on the five (5) specified areas ... the chairpersons of each of the five committees with their subcommittees state their action plans for the year ending ... and provide the progress made on each item of the action plan – this format is similar to the action planning which is part of the Genesis initiative process ... for example, if the members of the Development subcommittee of the Institutional Advancement committee set as an action plan to inaugurate the building of a donor base from the alumni/ae and parents of alumni/ae for a future annual fund drive, the members would report on their progress ... this would hold for ministry effectiveness, member development, policy and planning (Genesis Action Planning), fiscal management (subcommittees – finances; physical resources), and institutional advancement (subcommittees – development, communications, marketing, and enrollment management) ... Then the chairperson of the executive committee would tie these initiatives of this current school year with the ministry statements of the school, namely, how these continue to fulfill the mission, how they have advanced initiatives of the vision, and how they are based upon the faith-based core values ... the final part of the agenda would be soliciting comments and suggestions from those in attendance about where they might suggest the committees/subcommittees focus their attention for the upcoming year ... each area should be given about seven to ten minutes to provide their report – then a total of 35 to 50 minutes ... executive committee another 10 minutes ... open forum about 15 minutes ... with welcome and beginning/closing prayer services, the annual meeting should take no longer than an hour and one-half ...