

Boards Serving Cathedral School

The Principal's Advisory and School Improvement Committee ("PASIC")

This committee consists of:

Director of Advancement, Director of Curriculum and Instruction, Director of Information and Educational Technology, one representative from the faculty and one representative from the staff. There will be 10 parents representing each of the homeroom classes. Every effort will be made to have parishioner representation. These parishioners should not have relatives enrolled in the school. The principal will serve as the chairperson and will vote only to break a tie vote. A member of the committee will record minutes.

"PASIC" will meet at least quarterly to discuss items relevant to school improvement. This group will monitor the implementation of the current school improvement plan and will draft the annual school improvement plan. Progress on these plans will be presented in May at the Annual Town Hall Meeting.

Parents should contact their homeroom representative with school improvement ideas/issues. The names of the representatives will be published in the Friday Knight News following our volunteer sign-up period.

Cathedral Home and School Association (H.S.A.)

The H.S.A. is governed by its bylaws which can be found on our web site. Article 1 Section 1 describes the objectives of the H.S.A. as:

- *To promote open communication and cooperation between the faculty, staff, and families in order to achieve the mission of Sacred Heart Cathedral School.
- *To provide faculty, staff and families with information to aid in supporting all aspects of education, growth, spiritual formation and development.
- *To coordinate volunteer committees for Sacred Heart Cathedral School events, activities and fund raisers.

The H.S.A. meets quarterly. To include a discussion topic on the agenda for the H.S.A. meeting, submit it to the President two weeks prior to the upcoming general meeting. The agenda is prepared by the President and Executive Board in consultation with the principal. If an item is not within the jurisdiction of the H.S.A., the person will be directed to the appropriate person for discussion of the concern.

Parent participation is expected as both volunteers and supporters of fund raising activities. All volunteers will be expected to complete a diocesan volunteer information form prior to the start of volunteer service. **Academic/athletic coaches and soup kitchen volunteers are classified in a category of volunteers that requires a criminal background check.** Those volunteers will receive the necessary paperwork from the principal.

The success of the H.S.A. depends on the active participation of its volunteers. We encourage you to take an active role by serving on a committee.

Fundraising guidelines

All activities regarding fundraising are the responsibility of the Director of Advancement.

For their safety and protection, **students must never be involved in door-to-door sales of fund raising items, collection of donations, money or items unless accompanied by their parent or guardian.**

Students may not sell or solicit to other students on school grounds.

Students may ask faculty/staff to support them with items such as girl scout cookies, etc.

Groups that Cathedral School regularly support include:

San Ramon Pre-school, Catholic Parish Outreach, SHC Open Door, Food Bank of NC, Urban Ministries, Shepherd's Table Soup Kitchen, SPCA, Project Gabriel, and Birth Choice.

Additional groups must be approved by the principal in consultation with the rector and superintendent, on a case by case basis in accordance with regulations of the Diocese of Raleigh.