

**CONSTITUTION
OF THE JOPLIN AREA CATHOLIC SCHOOLS BOARD OF EDUCATION
JOPLIN, MISSOURI**

We, the Joplin Area Catholic School Board of Education, are in concert with the statement of the Bishops of the United States, *To Teach as Jesus Did*. Further, we reaffirm that document's conviction—"that Catholic Schools which realize the threefold purpose of the Christian Education---to teach doctrine, to build community, and to serve---are the most effective means available to the church for the education of children and young people who thus may grow into adulthood according to the mature measure of Christ." (Christian Education 2; cf. Ephesians 4:13). As members of this Board we will do everything in our power to maintain and strengthen Catholic Schools which embrace the threefold purpose of Christian Education.

Therefore, this Board sets out the following Constitution to govern its functions and to establish policies for the Joplin Area Catholic School System (JACS).

Article I: NAME

The name of this School Board shall be known as "Joplin Area Catholic School Board."

Article II: PURPOSE, RESPONSIBILITY, and AUTHORITY

- A. The School Board holds the responsibility to review, establish, and regulate policies for the three Catholic Schools: St. Mary's Elementary School, St. Peter's Middle School, and McAuley Catholic High School.
- B. All policies developed and adopted by the School Board and this Constitution, as established or amended, shall be consistent with the policies and directives of the Springfield-Cape Girardeau Diocesan Advisory School Board and the Superintendent of Schools and the Bishop.
- C. Guided by the principles set out above, the powers and duties of the School Board shall include, but not be limited to (except where specifically applicable), the following:
 1. The School Board shall establish and evaluate new policies and revise existing policies as needed with the JACS.
 2. The School Board shall be responsible for the development and implementation of a Strategic Mission Plan. The Strategic Mission Plan must be evaluated and modified yearly according to the needs of JACS.
 - a. Short-term Strategic Mission Plan is defined as a 6-24-month period.
 - b. Long-term Strategic Mission Plan is defined as a 24-60-month period.
 3. The School Board shall be responsible for the Financial Operations of the schools. It shall vote on a draft budget in February of each year and adopt the final budget in September for that school year.
 4. The School Board is responsible for approving all Standing Boards and Committees established under the Joplin Area Catholic School System.
 5. The School Board shall approve prior to final appointment all Chair Positions for any standing Boards, Committees, and Sub-Committees reporting to or established by the JACS system. The President or President Elect of the School Board shall bring nominations in front of the School Board for final approval. A majority vote of the School Board is needed for final confirmation.

6. The School Board shall deposit all of its monies in a bank, which guarantees depositors' accounts through the FDIC or an agency of the Federal government. School accounts shall not exceed insured amounts.
7. The School Board must approve any expenditure of payment for non-budgeted or emergency items in excess of \$2500. If the expense cannot wait until the next School Board meeting, then the Executive Committee must come to a consensus before the expense is authorized for approval. These exceptions must be brought to the attention of the School Board for notification and rationale of the approved expenses at the next scheduled School Board meeting.
8. Prior to any legal actions required or taken, the Director of Schools must contact the Diocesan Office for review and approval before the School Board can take any necessary actions.
9. The Director of Schools is responsible for the employment and evaluation of JACS Administrative Staff employed in Central office.
10. The Diocesan Superintendent, with input from the Director of schools will be responsible for the evaluation of principals and must approve the hiring of principals in accordance with the policies set by the Springfield-Cape Girardeau Diocese.

D. The School Board, in its administration of all matters of the schools, shall be obligated and bound by all laws of the Church. Diocesan Statutes and Regulations, and all civil laws affecting the Schools. The School Board shall not act deliberately or by subterfuge outside the laws by which it is governed. Any such action shall be null and void.

Article III: MEMBERSHIP

Section I. Voting members of the School Board shall consist of the following:

- A. The School Board shall consist of the following members and which meet the membership criteria set herein:
 1. The Pastor from each parish which has at least five students enrolled in any one of the three schools and is participating and providing support through stewardship program.
 2. Two (2) Lay Members from each parish meeting the criteria in Item 1. A Lay Member representative must be a practicing Catholic. Special considerations shall be given to a parent or a guardian of a child who is at the time of the pastor's selection, enrolled in one of the Joplin area Catholic schools.
 3. Employees of the school system, their spouses, and their immediate family are ineligible to serve as a member of the School Board.

Section II. Ex-Officio (Non-Voting) members shall be the following:

- A. Representing the Bishop, the Diocesan Superintendent of the Catholic Schools
- B. A representative of the Sisters of Mercy
- C. The Director of Schools

Section III. Terms of Office

Each Lay Member's term of office shall be three (3) years unless completing an unexpired term. Terms shall be staggered within each parish to provide for continuity on the Board. Terms shall begin July 1 annually.

Section IV. Limitation of Terms of Office

- A. A voting member shall serve his/her 2-3-year term and then may serve an additional 3-year extended term (with approval of one-year increments) if approved by the pastor and board.
- B. If a voting member must serve longer than a 3-year term, then the Parish Pastor must request this extension through the School Board prior to the start of the fiscal term. For an extension to be granted requires a majority vote for each extension. Only three (3) one (1)-year extensions may be granted before the Parish Pastor must appoint a new School Board member.

Section V. Vacancies

If a voting member of the School Board vacates his/her position, the Parish Pastor has 30 days to appoint a new voting member of the School Board.

Article IV: OFFICERS

Section I. The Officers of the School Board

- A. The Officers of the School Board shall consist of a President, Vice-President, Secretary or designee from the JACS system and Treasurer.
- B. The Officers shall be elected by the incoming voting members of the School Board annually at a special meeting prior to the new term starting July 1.
- C. To hold the office of President or Treasurer a voting member must have served at least one year on the School Board.

Section II. Duties of the Officers

- A. The duties of the President shall be:
 - 1. To convene and conduct all School Board meetings
 - 2. To approve, after discussion with the Director of Schools, committee Chairs for School Board approval
 - 3. To approve, after discussion and with recommendation from the Director of Schools, Ad Hoc Committees
 - 4. To communicate with the Director of Schools regarding the yearly evaluations of the Administration Staff in accordance with Springfield-Cape Girardeau Diocesan and JACS policies.
- B. The duties of the Vice-President shall be:
 - 1. To perform the duties of the President in his/her absence or if the President is incapable of finishing the full term
 - 2. To serve as the School Board liaison on the Development Board with full voting privileges on the Development Board
 - 3. To assist the Director of Schools in maintaining and monitoring the JACS Constitution and Bylaws
- C. The duties of the Secretary (or his/her designee) shall be:
 - 1. To ensure that transactions at the School Board meetings are accurately recorded

2. To handle official School Board correspondence
 3. To distribute the monthly agenda one week prior to the monthly meeting
 4. To post School Board meetings to School Board members within one week prior to the standard monthly meeting
- D. The duties of the Treasurer shall be:
1. To chair the finance Committee
 2. To monitor receipts and expenditures in accordance with the yearly approved budget
 3. To prepare and present to the School Board an annual budget for approval every year with all voting members and school senior administration present.

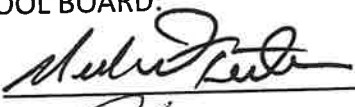



Article V: CONSTITUTIONAL AMENDMENTS


- A. This Constitution may be amended by only a majority of 2/3 votes from the voting board members. All voting members of the School Board must be presented with a written proposal of the amendment at least one week prior to the meeting at which the voting will take place.
- B. The Constitution must be reviewed and revised every three years from its affectivity date.
- C. The Bylaws must be reviewed and revised every three years from their affectivity date.

Article VI: RATIFICATION

The above and foregoing Restatement of the Constitution of the Joplin Area Catholic School Board was ratified at the monthly meeting on the 18th day of December, 2019.

FOR THE JOPLIN AREA CATHOLIC SCHOOL BOARD:

President	Michael Teeter	<u></u>	Date 12-15-19
Vice-President	Michael LaFerla	<u></u>	Date 12-18-19
Secretary	Roanna Rose	<u></u>	Date 12-18-19
Treasurer	Patricia Moore	<u></u>	Date 12-18-19

Bishop Edward M. Rice +  Date 1-22-20
 Diocese of Springfield-
 Cape Girardeau