



Charter for SALESIAN COLLEGE ADVISORY BOARD

Introduction

Salesian College, Chadstone is a Catholic boys' school owned and operated by the Salesians of Don Bosco.

The Salesian College Advisory Board offers support to the Principal and staff of the College to ensure that the essential vision of St John Bosco and the Salesians is continued. The Advisory Board, therefore, becomes a vehicle for the Principal to seek advice and direction on the future development of the College. It is the role of the Principal and the staff to consider operational matters of a day to day concern.

Function

The Board's main function is to provide advice on matters the Principal determines as necessary for the future planning and the long-term strategic development of the College, in realising its Vision and Charter for the students at Salesian College, Chadstone. The Advisory Board includes in its discussions issues concerning compliance in legal matters, financial considerations, government regulations, the Industrial awards, and policies emanating from the Catholic Education Commission of Victoria, the Catholic Education Office, Melbourne and the Salesian Order.

Purpose

- to support actively the Catholic nature of the College and the educational principles of St John Bosco

- to promote the development of a Christian community within the College
- to provide strategic advice to the Principal
- through the Principal offer sound advice to the Provincial and his Council on borrowings
- to provide a forum for discussion on policy, planning and development of the College in the light of its Vision Statement and the Salesian Charism.

Membership

- The Principal
- The Chairperson of the Board (Salesian Provincial's nominated representative or a person approved by the Provincial)
- The Deputy Principal
- The Business Manager
- A College Staff representative
- A Parent representative
- A Past Pupils representative
- Other Members with particular expertise, eg. Legal, Educational, Marketing, Business/Finance and Building/Development (as deemed appropriate by the Principal and the Chairperson)

The College Captain and Vice-Captains are invited to report to the Advisory Board on a regular basis but are not included in the membership of the Board.



Ongoing Formation of Board Members

At each meeting of the Board, there will be a Formation paper on a topic to further assist Board members to learn from the past, live in the present and plan for the future. It may provide information on some aspects of Salesian spirituality, charism, tradition or story. At other times, it may focus on an aspect of Catholic education or policies. These topics will be agreed with the Principal and facilitated by the Salesian College Board and the Principal.

Agenda Development

The Principal determines those matters on which he needs to seek advice from the College Board. Therefore,

the Principal will be responsible for setting the agenda for each Board meeting. Board members may suggest agenda items for Board meetings within areas of the Board's competence and responsibility.

Committee Structure

The Board may establish Committees either as standing committees or as ad hoc committees (which can include non-Board members) where necessary, for specific purposes. Each Chairperson of the designated Committee will report to the Advisory Board as to its progress and advice for discussion at Board level.

Finance Committee

A Finance Committee is established to assist and provide financial advice to the Principal. Membership of the Finance Committee will include those people appointed by the Provincial and / or the Principal. The Principal will report to the Board on financial matters, so as to assist in strategic planning. The Principal is responsible to the Provincial for financial management of the College.

Review of the Functioning of the Board

Review of the functioning of the Board is a process through which individual Board members and the Principal can make suggestions for improving Board performance.

Legal Responsibility

No legal responsibility is held by individual Board members. The Provincial and the Principal bear the legal responsibility of the College.

Ethical Standards for Board Members

It is a requirement for Board members that they have a public lifestyle that is consistent with the teachings of the Church.

Board member expectations

- to give the necessary time, thought and study to the work of the Board so that they may render effective service
- to be willing to share their own wisdom and to listen to the wisdom of others until, ideally, a consensus is reached. If there is voting, they must vote with honest conviction
- to abide by, and uphold, the final decision of the Board, regardless of an individual stand taken on any issue
- to ensure that problems are solved through due process
- to maintain confidentiality of particular matters shared during Board meetings
- to maintain open lines of communication between the Principal, other Board members and the College staff
- to ensure that the welfare of the students and adults served by the Board is a priority in providing advice
- to correct misinformation when it is encountered at a Board meeting
- to clearly distinguish between educational policy and its implementation. The latter is the responsibility of the professional educators within the College
- where there is a conflict of interest, the Board member should absent him or herself from the section of the meeting which deals with the matter.

Term of office

Members are normally for three (3) years, but always at the discretion of the Principal, and with the approval of the Salesian Provincial

Method of appointment

Members are normally appointed to the College Advisory Board by the Principal. The Salesian Provincial also has the authority to appoint appropriate people as members of the College Advisory Board.