



Corpus Christi School -- Leadership Position Overview

Serving in a leadership position on the Corpus Christi School Board or Parents Group Board is a great way to share your passion, skills, and energy and learn more about our wonderful school community! Please speak with a current board member or Principal Katie Murphy if you would like to learn more. Interested candidates are also encouraged to attend a meeting prior to elections in the spring.

| | <u>School Board</u> | <u>Parents Group Board</u> |
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| Length of Term: | 3 years, elected by parishioners & school parents, involvement starts immediately following spring elections. Can serve two consecutive terms. | 2 years, elected by school parents, appointed by general membership. Can serve two consecutive terms. |
| Advisors to: | Principal and Pastor | Principal and Pastor |
| Meeting Times: | Third Thursday, 7pm, Faculty Room | 1st or 2nd Monday, 7pm, Faculty Room |
| Board Positions: | President Vice President Secretary Finance Chair Development Chair Strategic Planning Chair Bldgs & Grounds Chair Member-at-Large Member-at-Large | President Vice President Secretary Treasurer Assistant Treasurer Parliamentarian Room Parent Coordinator Teacher Incentive Program Coordinator Communication/Mentor Coordinator Fundraising Chair |
| Key Responsibilities: | Budget oversight, tuition rates, admission policy, strategic planning & development, policy formulation, capital improvements | Fundraising, parent communication and education, community building, teacher appreciation, enrichment programs for children |
| Key Projects: | Tuition Assistance Drives, Annual Drive/Endowment, CC Connection, Alumni Relations, 5 year survey, Grandparents Day, Teacher Incentive Program, Capital Projects, Admissions Marketing | Fundraising: Silent Auction, Walk a Thon, eFunds and Book Faire. Teacher Incentive Program, Room and Auction Room Parents, Parent Education and Communications, Parent Involvement Hours, Solicitations |
| Desired Skills: | Finance, Strategic Planning, Development, Marketing, Legal, Facilities, Project Management | Fundraising, Communications, Solicitation and Project Management |
| Estimated Annual Time Commitment: | 30-40 hours per school year | 40-50 hours per school year, depending on position |
| Upcoming Meetings (prospective candidates welcome to attend): | Oct 22, Nov 19, Dec 17, Jan 28, Feb 18, Mar 18, Apr 15, May 20 | Oct 6, Nov 2, Dec 7, Jan 4, Feb 8, Mar 1, Apr 12, May 3, June 7 |
| <u>Election Timing</u> | late March/early April | late March/early April |