

*The Constitution of the  
Education Committee for the  
Assumption of the Blessed Virgin Mary Parish*

155 West Fifth Street, Richland Center, WI 53581, (608) 647-2422

*“Go, therefore, and make disciples...  
teaching them to observe all that  
I have commanded you.”*

*Matthew 28: 19-20*

**PREAMBLE**

St. Mary’s of the Assumption School has been providing spiritual growth and academic excellence since 1927. The school community includes the Assumption of the Blessed Virgin Mary parish, which supports our parents, staff, and clergy in helping students acquire a quality education. St. Mary’s of the Assumption School is dedicated to preparing students to become loyal, well-informed Catholics through the experience of Christian community at worship, work, and play. We support the mission of our school, which is: ***Our Catholic faith is the foundation of our tradition of providing a quality, virtue-based education in a Christ-centered environment focused on excellence in academics, worship and service.*** In accordance with the mandates of the Diocese of La Crosse, through the church community of the Assumption of the Blessed Virgin Mary Parish, in conjunction with the mission of St. Mary’s of the Assumption School, the Education Committee establishes these Bylaws.

**ARTICLE I: NAME**

The name of this body shall be the Education Committee of the Assumption of the Blessed Virgin Mary Parish, hereinafter referred to as the “Education Committee.” The parish education committee is a permanent committee of the parish pastoral council.

**ARTICLE II: PURPOSE AND FUNCTION**

**Section 1.** The Education Committee is established by the pastor to advise him and the parish’s educational administrators (principal and director of religious education) in the operation and governance of the education program.

**Section 2.** The Education Committee has collaborative responsibilities in the following areas:

- (a) Planning
- (b) Policy Formation
- (c) Financing
- (d) Public Relations and Other Projects
- (e) Participation in Evaluation
- (f) Consultation and Information Sharing

### **ARTICLE III: MEMBERSHIP**

**Section 1.** The Education Committee shall be composed of:

- (a) Six to Twelve members who are registered, practicing Catholic parishioners, as appointed by the pastor.
- (b) Two to three, ex-officio members, including the offices of pastor, principal, and the director of religious education.

**Section 2.** The term of office for members is three years and members may serve more than two terms consecutively. As terms are completed, the number of vacancies occurring will be filled.

**Section 3.** All registered practicing Catholic parishioners 18 years of age or older shall be eligible for appointment to the Education Committee, except for full time salaried employees of the Parish educational program. The pastor of the parish will accept nominations from the parish and individuals wishing to become candidates. The pastor may also solicit nominations of qualified candidates to help ensure diverse representation.

**Section 4.** The pastor of the parish will appoint members to the Education Committee from a list of nominations to fill regular vacancies at the last scheduled meeting of the Spring term.

**Section 5.** Newly appointed members shall enter office at the first scheduled meeting of the Fall term, at which time completed terms will expire.

**Section 6.** The pastor of the parish shall fill unexpected vacancies on the Education Committee to the completion of their term. Such duly appointed members will automatically be eligible for re-appointment for an additional term.

**Section 7.** Members of the Education Committee must attend all Committee meetings. If an appointed member misses three regularly scheduled meetings in one school year, Committee may address this.

#### **ARTICLE IV: OFFICERS**

**Section 1.** The officers of the Education Committee shall include Chairperson, Vice-Chairperson, and Secretary. Should the Chairperson become unable to fulfill his/her duties, the Vice-Chairperson would fulfill the term.

**Section 2.** The term of office for Education Committee for Education Committee officers shall begin with their discernment process and shall conclude after two years.

**Section 3.** The duties of Education Committee officers shall be as follows:

- (a) Chairperson: Shall preside over all meetings and could be an ex-officio member of all parish committees.
- (b) Vice-Chairperson: Shall preside in the absence of the Chairperson.
- (c) Secretary: Shall be responsible for: keeping the accurate minutes of meetings; forwarding the minutes to each Education Committee member.

**Section 4.** All officers shall provide to their successors all appropriate records and property of the Education Committee.

**Section 5.** Any elected or at-large member of the Education Committee who is a registered member of the Assumption of the Blessed Virgin Mary Parish is eligible for any office.

**Section 6.** The principal of St. Mary's School shall serve as an Administrative Officer who shall be responsible to the pastor of the parish for implementation of Educational Committee policy.

#### **ARTICLE VII: AMENDMENTS**

**Section 1.** This constitution may be amended by a vote of two-thirds of the Education Committee membership subject to regulations and policies of the Diocesan Education Committee and the Assumption of the Blessed Virgin Mary Parish Council.

**Section 2.** Proposed Amendments must be presented to the Education Committee chairperson in writing two weeks prior to discussing them.

#### **ARTICLE VIII: RATIFICATION**

This Constitution shall be considered ratified and in effect when approved by the Education Committee and the Parish Council, signed by the Pastor, and placed in the Parish permanent records.

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Very Rev. Msgr. Roger Scheckel  
Pastor of the Assumption of the Blessed Virgin Mary Parish

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairperson of the Parish Council

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairperson, Education Committee

\_\_\_\_\_  
Date