

**CHARTER OF
THE FAITH COMMITTEE
OF THE
ST. THERESA OF LISIEUX CATHOLIC HIGH SCHOOL
ADVISORY COUNCIL**

1. PURPOSE AND RESPONSIBILITIES:

The primary purpose of the Committee is to assist the Catholic School Council in fulfilling its objectives including, but not limited to promoting and advocating the Catholic Faith and Catholic Education within the School and the Catholic School Community.

2. DEFINITIONS AND INTERPRETATIONS:

2.1 Definitions

In this Charter:

- (a) “Catholic School Community” means the students, the parent/guardians of students enrolled in the School, the School staff members, the pastor(s) or designate, the School trustee(s) and all School ratepayers within the area serviced by the School;
- (b) “Catholic School Council” means the St. Theresa of Lisieux Catholic High School Advisory Council;
- (c) “Committee” means the faith committee of the Catholic School Council;
- (d) “Chair” means the Chair of the Committee;
- (e) “Parent Member” means a member of the Catholic School Council; and
- (f) “School” means St. Theresa of Lisieux Catholic High School.

2.2 Interpretations

The provisions of this Charter are subject to the provisions of the Catholic School Council’s Constitution, the General By-law and to the Acts and Regulations referred to therein.

3. ESTABLISHMENT AND COMPOSITION OF THE COMMITTEE:

3.1 Establishment of Committee

At the first meeting of the School year of the Catholic School Council, membership to the Committee shall be established. Parent Members or members of the Catholic School Community shall put forth their names on a voluntary basis. Membership will be drawn first from the Parent Members. The Secretary of the Catholic School Council will record in the minutes of the Catholic School Council the names of the members of the Committee determined for the School Year.

3.2 Number of Members

The Committee shall consist of three or more members of the Catholic School Council or other members of the Catholic School Community. The Chair of the Catholic School Council and the Principal of the School shall be ex-officio members of the Committee.

4. COMMITTEE MEETINGS:

4.1 Quorum

A quorum of the Committee shall be a majority of the Committee members.

4.2 Chair

At the first meeting of the Committee, the members of the Committee shall designate from amongst themselves a Parent Member to be Chair of the Committee. The Chair of the Committee shall, in consultation with the Chair of the Catholic School Council, prepare an agenda for all meetings of the Committee.

4.3 Secretary

The Chair may designate a member of the Committee to be Secretary of the Committee, to record Minutes of meetings if required and to maintain records of the Committee in the Library of the School.

4.4 Time and Place of Meetings

The Committee shall determine the time and place of meetings, the calling of meetings and the procedures at all such meetings throughout the School Year.

4.5 **Voting**

Each member of the Committee, with the exception of the Principal of the School, shall have the right to vote on matters brought before the Committee.

4.6 **Authority of the Committee**

The Committee shall have authority to make recommendations to the Catholic School Council, but shall have no decision-making authority, other than as specifically contemplated in this Charter.

4.7 **Reporting to the Catholic School Council**

The Committee shall report to the Catholic School Council at its next meeting the proceedings at the meetings of the Committee and all recommendations made by the Committee.

5. RESPONSIBILITIES OF THE COMMITTEE:

- 5.1 Provide faith growth opportunities for the members of the Catholic School Council.
- 5.2 Begin each meeting of the Catholic School Council and each Committee meeting with a prayer and any special intentions.
- 5.3 During Christmas and Easter, begin each meeting of the Catholic School Council with a Para liturgy in the School Chapel.
- 5.4 Campaign to purchase religious articles and relics for the School.
- 5.5 Promote Catholic vocations.
- 5.6 Provide support for faith-based functions, i.e., Chaplaincy and Social Justice.
- 5.7 Send Bereavement / Mass cards in conjunction with School Administration.

6. CHARTER REVIEW

The Committee shall review this Charter annually and recommend its changes, if any, to the Catholic School Council.