

16 September 2021

Dear Parents/Carers

### New Federation School Advisory Council

We the Principals are writing to you inviting you to apply to become a member of the forthcoming School Advisory Council for the Federation of Catholic Regional Colleges (Caroline Springs, North Keilor, St. Albans and Sydenham).

As you may be aware, all the Catholic parish and diocesan schools in the Melbourne Archdiocese are now under the guidance and governance of Melbourne Archdiocese Catholic Schools Ltd (MACS). In keeping with the objectives of the MACS Constitution, which states *"The good work of educating the young, undertaken in the light of the Gospel, is a co-responsible task led by every member of the Catholic school community"*, the School Advisory Council provides a crucial point of connection between the wider school community and school leaders.

The Federation of Catholic Regional Colleges is seeking to establish a School Advisory Council representing all four Colleges. Once the Federation School Advisory Council is established, all four Colleges will then, at a later date, be looking to establish additional School Advisory Councils for each individual College.

While the School Advisory Council does not have governance responsibility or decision-making authority, it supports the Principals and school leadership teams and provides an important connection to the parish.

Serving on the School Advisory Council of a Catholic school is a form of Church lay ministry. It is a response to the call to support the local Catholic parish and school communities in a particular way. It is also a means for members of our community to share their skills and talents for the common good. A well-functioning council provides rich sources of wisdom and insight, as well as a means of strengthening community links and potential for partnerships.

The following is a list of some of the key qualities and skills for members of the School Advisory Council:

- commitment to the MACS Statement of Mission
- commitment to Catholic education in the parish and school
- commitment to the vision and mission of the parish and school
- an understanding of the role of Custodian of Mission, principal, and council members
- willingness to ask questions and seek clarification
- ability to think strategically
- willingness to support the contributions of other council members
- capacity to listen in an active and meaningful way
- willingness to work cooperatively with others
- commitment to always maintaining confidentiality.



The School Advisory Council is not a governing body, but its role is to support the overall governance of the system as it *"is to give consideration to, and advice on, important school matters in order to support the Principals and the strategic interest of the school."* (MACS- Working Together in Mission p.11)

It is important that School Advisory Council members understand that their primary role is to provide support and advice on important school matters to support the Federation Principals in the context of the MACS governance arrangements. School Advisory Councils do not have a legal identity and do not become involved in the day-to-day management of the schools.

This three-year appointment to the Federation School Advisory Council is made according to the parameters of the MACS School Advisory Council Terms of Reference. The following are some examples of ways the School Advisory Council may support the schools and the Principals:

- articulating and enacting the Federations vision and mission
- promoting the Federations Catholic ethos and culture
- promoting faith formation and development
- supporting school policies as required
- giving advice to the Principals on issues such as school improvement plans and enrolment trends
- engaging in discussion with the Principals about annual school budgets and other financial matters
- giving advice to the principals about the schools Master Plans
- capital resource planning and maintenance support to the Principals

As Principals of the schools, we will very much value the support and advice offered by the members of the Council regarding the various matters listed above. These are just some of the ways a School Advisory Council can give advice to the Principals and Leadership Teams in the schools – there are many other areas as well.

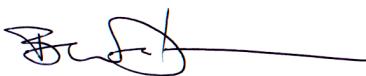
We are excited by the idea of having a Federation School Advisory Council, and hope many of you will also see this as another chance to support the Federation schools and your children.

We are asking parents and guardians to register their interest in being a part of the Federation School Advisory Council by emailing [FederationSAC@crcnk.vic.edu.au](mailto:FederationSAC@crcnk.vic.edu.au).

Once your expression has been received, you will receive via email a Federation School Advisory Council Application Pack, which will outline in further detail the application requirements.

If you would like more information about MACS School Advisory Councils, please refer to the following link: <https://governance.melbourne/sac-faq/>

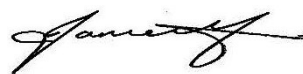
Yours sincerely



**Brendan Watson**  
Principal  
CRC Sydenham



**Tullio Zavattiero**  
Principal  
CRC North Keilor



**Jamie Madigan**  
Principal  
CRC Caroline Springs



**Christina Utri**  
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