



# BISHOP MCNAMARA

## CATHOLIC SCHOOL

### Board of Directors Application

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Parish/Church: \_\_\_\_\_ BMCS Alumni (Y/N): \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

1. Describe your relationship and/or connection with BMCS. (For example, children at the school, children who have graduated, children who will attend):
2. Indicate board memberships you have held within the Bishop McNamara school system, your parish, or in the community.
  - For each board on which you have served, please provide the name and phone number for the board president or chairperson during your time of service.
3. What expertise and/or experience would you bring to the BMCS Board of Directors?
4. Each member of the Board of Directors serves on a subcommittee. Please indicate in which of the following subcommittees you have a particular interest or expertise (see attached descriptions):
  - Finance\_\_\_\_\_
  - Institutional Advancement\_\_\_\_\_
  - Mission Effectiveness\_\_\_\_\_
  - Student/Campus Life\_\_\_\_\_
  - Membership\_\_\_\_\_
  - Building and Grounds\_\_\_\_\_
  - Curriculum\_\_\_\_\_
  - Fundraising\_\_\_\_\_

5. Why do you want to be a member of the BMCS Board of Directors?

6. If you have not provided a reference in response to question 2a above, please provide the name and phone number of one personal/professional reference and your relationship to that person.

I understand that my application will be reviewed by the BMCS Board of Directors' Membership subcommittee and the Board of Directors, and I understand that my personal reference will be contacted. I also understand that if I am elected to the Board of Directors, I will be appointed to a three-year term and will be expected to attend Board of Directors' meetings and the meetings of my subcommittee.

Applicant Signature\_\_\_\_\_Date:\_\_\_\_\_

Please return this form along with any additional responses to: Terry Granger at Bishop McNamara Catholic School, 550 W. Brookmont Boulevard, Kankakee, IL 60901. You may also fax forms to (815) 932-0926, or email them to [tgranger@bmcsc.org](mailto:tgranger@bmcsc.org). If you have any questions, please call Bishop McNamara Catholic School President, Terry Granger at the school's main office, (815) 932-7413.

## **BMCS Subcommittee Descriptions**

**Finance:** The Finance Committee advises regarding fiscal policy and monitors the total financial management of the School. The Finance Committee advises regarding salary policies, tuition and fee policies to the Board of Directors. The Finance Committee shall review and advise regarding the operating budgets of the School and in conjunction with the Advancement Office, may initiate, except for areas restricted to the Executive Committee, implement and administer such programs as may be deemed necessary and proper to provide for the financial support of the school by the Board of Directors.

**Institutional Advancement:** This committee shall recommend to the Board policies in the area of Institutional Advancement. It should also recommend policies and procedures relative to overall school fundraising and advancement as well as recommending and monitoring policies and activities relating to public relations and recruiting programs for the school.

**Mission Effectiveness:** This committee is established to ensure that Bishop McNamara Catholic School accepts and is committed to the Mission of the Catholic Church and the Diocese of Joliet in its own mission, philosophy, programs, and activities.

**Student/Campus Life:** This committee shall meet to discuss current culture and trends in Student/Campus Life. The purpose is to ensure mission effectiveness through a climate and culture of student development. The goal of this committee will be to create an environment of participatory governance and establish a sense of ownership for each student during their Bishop McNamara Catholic School experience.

**Membership:** This committee shall identify, screen, and recommend new members for nomination to the Board of Directors. This committee shall also provide orientation for the new Board members and education programs for the Board as a whole. It shall recommend annually to the Board of Directors a slate of Board officers after consultation with committee chairs and the Chief Administrator of the School.

**Building and Grounds:** This committee shall recommend policies and procedures to ensure the adequacy of physical facilities for the school. The Committee shall assist in the planning Of major facility maintenance, repair, refurbishment, and expansion projects, which will be presented to the Board of Directors for approval and final recommendation to the Members. The Committee shall monitor ongoing maintenance programs to existing facilities and the progress of major projects.

**Curriculum:** The main focus of the committee would be to look at such things as enrollment management, academic excellence, Catholic Identity, and Student Life.

**Fundraising:** This committee will coordinate all fundraising events for the school. Current events include Ceile Calendar, the annual auction, Vegas Night, the golf outing, and fundability. The Committee shall assist in determine current event success as well as initiate new fundraising opportunities.