Diocesan School Advisory Council (DSAC)
What role does it play?

- Supports and advises Superintendent of Schools
- Makes recommendations to the bishop
- Aligns DOV schools with the Diocese of Victoria guidelines/policies
- Aligns DOV schools with the Texas Catholic Conference of Bishops – Education Department (TCCB-ED) guidelines/policies
- Creates and implements the Office of Catholic Schools (OCS) Strategic Plan
- Raises awareness of Catholic schools across the Diocese of Victoria
- Areas of focus at the OCS level (DSAC committees):
  - Finance
  - Policies
  - Marketing
  - Personnel and Governance
Outside DSAC Scope
What items are handled at local, diocesan (OCS), and state levels?

- Local school-level governance, planning, and budgeting - developed and maintained through the Local School Advisory Council (LSAC)
- Issue resolution at school level - LSAC
- DOV curriculum - Office of Catholic Schools and Principal Team
- Accreditation process - Texas Catholic Conference of Bishops - Education Department, (TCCB-ED)
- Impose mandates on the Office of Catholic Schools - consultative only
- Hiring/Firing of personnel - evaluations and recommendations only
DSAC Schedule of Meetings

- Meetings are held every quarter of the school year
- School year is abbreviated to SY
- Quarterly meetings are based on a July to June SY, therefore
  - 1Q of SY - Meeting in September
  - 2Q of SY - Meeting in November
  - 3Q of SY - Meeting in February
  - 4Q of SY - Meeting in April
Roles and Responsibilities

Principal Team
- Curriculum
- Safety
- Policy implementation
- Resource collaboration
- Staff development
- Accreditation
- Scheduling

DSAC
- OCS Strategic Plan
- OCS budget
- OCS school policies
- OCS governance
- DOV Catholic school marketing

LSACs
- School Strategic Plan
- School budget
- School policies
- School governance
- School marketing
### DSAC Membership: Ten Members

<table>
<thead>
<tr>
<th>Role</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Six Lay Representatives</strong></td>
<td>Must represent a Catholic school from the Diocese of Victoria</td>
</tr>
<tr>
<td></td>
<td>Not an employee</td>
</tr>
<tr>
<td></td>
<td>Could be a Local School Advisory Council member, but not required</td>
</tr>
<tr>
<td><strong>Three-year max term by school</strong></td>
<td>Two lay members to rotate off each year</td>
</tr>
<tr>
<td><strong>If member steps off DSAC prior to the end of their term:</strong></td>
<td>They are replaced by the school they represent</td>
</tr>
<tr>
<td></td>
<td>The new member is only required to serve for the remainder of the term</td>
</tr>
</tbody>
</table>

- **Two Catholic School Principals - One year rotation**
- **One Catholic School Pastor - One year rotation**
- **One Pastor, not assigned to a Catholic school - One year rotation**
<table>
<thead>
<tr>
<th>Lay Members</th>
<th>SY 2022-2023</th>
<th>SY 2023-2024</th>
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<th>SY 2025-2026</th>
<th>SY 2026-2027</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>St. Philip the Apostle Catholic School - El Campo</td>
<td>St. Philip the Apostle Catholic School - El Campo</td>
<td>Holy Cross Catholic School - Bay City</td>
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</tr>
<tr>
<td>2</td>
<td>Sacred Heart Catholic School - Halletsville</td>
<td>Sacred Heart Catholic School - Halletsville</td>
<td>Shiner Catholic School</td>
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</tr>
<tr>
<td>3</td>
<td>St. Joseph Catholic School - Yoakum</td>
<td>St. Joseph Catholic School - Yoakum</td>
<td>Our Lady of the Gulf Catholic School - Port Lavaca</td>
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</tr>
<tr>
<td>4</td>
<td>Our Lady of Victory Catholic School - Victoria</td>
<td>Our Lady of Victory Catholic School - Victoria</td>
<td>Our Lady of Victory Catholic School - Victoria</td>
<td>St. Joseph High School - Victoria</td>
<td>St. Joseph High School - Victoria</td>
</tr>
<tr>
<td>5</td>
<td>Nazareth Academy - Victoria</td>
<td>St. Michael’s Catholic School - Cuero</td>
<td>St. Michael’s Catholic School - Cuero</td>
<td>St. Michael’s Catholic School - Cuero</td>
<td>St. Michael Catholic School - Weimar</td>
</tr>
<tr>
<td>6</td>
<td>St. Rose of Lima Catholic School - Schulenberg</td>
<td>St. Anthony Catholic School - Columbus</td>
<td>St. Anthony Catholic School - Columbus</td>
<td>St. Anthony Catholic School - Columbus</td>
<td>Nazareth Academy - Victoria</td>
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<th>CS Pastor</th>
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</tr>
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- Over the next ten years, each school is represented 7-8 times
- No overlap of representation (no two people from same school at the same time)
Ex-Officio Members

*Ex-officio* is a Latin term meaning by virtue of office or position. *Ex-officio* members of boards and committees, therefore, are persons who are members by virtue of some other office or position that they hold.

- Bishop of the Diocese of Victoria
- Diocese of Victoria Superintendent of Schools - Required Attendance
- Diocese of Victoria Chief Financial Officer/Business Manager
- Diocese of Victoria Director of Communications
DSAC Leadership

- President
  - Plans and facilitates
  - Selected by DSAC annually (may serve up to 3 years)
  - Chairman of Finance Committee

- Vice President
  - Backup to President
  - Selected by DSAC annually (may serve up to 3 years)
  - Chairman of Personnel & Governance

- Superintendent - Ex-Officio

- Facilitator - Non-Member (optional)
DSAC Committees: Finance

Membership:
- Three DSAC members:
  - DSAC President + two members
  - Diocese of Victoria Chief Financial Officer/Business Manager
  - Superintendent

Roles and Responsibilities:
- Develops Office of Catholic Schools annual budget proposal
- Continuous Office of Catholic Schools budget monitoring
- **DOV Educational Funds/Endowments** - Diocese of Victoria Endowment (DOVE) and Reflection of Faith (ROF): this committee monitors these funds and provides input to the DOV Endowment Committee
DSAC Committees: Personnel and Governance

- **Membership:**
  - Three DSAC members:
    - DSAC Vice President + two members
    - Diocese of Victoria CFO/Business Manager or designate

- **Roles and Responsibilities:**
  - Evaluates Office of Catholic Schools effectiveness as a program
    - Based on Office of Catholic Schools Strategic Plan
    - Report out to DSAC on progress
    - Provides status of each section of the Strategic Plan annually
  - Evaluates Office of Catholic Schools personnel and sends feedback directly to supervisor
DSAC Committees: Policies

- **Membership:**
  - Two DSAC members + One Ex-Officio:
    - Two lay DSAC members
    - Diocese of Victoria CFO/Business Manager

- **Roles and Responsibilities:**
  - Revisions/additions to Office of Catholic Schools Handbook
  - Oversees and proposes based on Office of Catholic Schools Strategic Plan
  - Revisions/additions to DOV policies
    - Provides input
DSAC Committees: Marketing

Membership:
- Two DSAC members:
  - Two DSAC members
  - Two non-members with marketing expertise
  - Diocese of Victoria Director of Communications

Roles and Responsibilities:
- Develops diocesan Catholic schools marketing plan, both annually and long term
- Utilizes TCCB and National Catholic Educational Association (NCEA) tools
- Creates branding identity of the DOV Office of Catholic Schools
- Seeks funding and/or grants to support marketing at a diocesan level
DSAC Committees: Ad-Hoc

Why have ad-hoc committees? To concentrate focus on areas not covered by the four main areas of committee focus

- Temporary and specific
- Assembled upon request of the bishop/superintendent

Roles and Responsibilities:
- Researches issues
- Provides recommendations

Examples of ad-hoc committee focus: support of diocesan grievance procedures, teacher salary scale research/comparisons, selection of Office of Catholic Schools personnel