

SCHOOL ADVISORY COUNCIL SELF-EVALUATION INSTRUMENT

Rate yourself and your Council in each of these categories by circling one of the areas listed below:

A. Outstanding **B. Very good** **C. Average** **D. Poor**

AREA		
Membership	Self	Council
The council is diverse in membership and includes some alumni.		A B C D
Members are recruited for talents and connections to the broader community.		A B C D
Prior to nomination, members are interviewed to assess commitment, etc.	A B C D	A B C D
Members are "movers and shakers".	A B C D	A B C D
Ownership		
Council members are certain that they are stakeholders.	A B C D	A B C D
Council members are involved in crafting and affirming the program's philosophy or mission.	A B C D	A B C D
Members help the Council to develop long and short range goals.	A B C D	A B C D
Through consensus, members have opportunities to articulate their support or non-support along with reasons why.	A B C D	A B C D
Members receive appropriate recognition.	A B C D	A B C D
Responsibilities		
Council involvement in the budget and finances has positively affected the school's program's financial health.	A B C D	A B C D
Council involvement in policy ensures justice for staff and students as well as the school's program's future.	A B C D	A B C D
Council involvement in the mission/philosophy impacts the manner in which it is lived out.	A B C D	A B C D
Council has a plan for its work and plays a leadership role in the school's strategic plan.	A B C D	A B C D
Council Programs		
Institutional advancement		A B C D
Marketing/Public Relations		A B C D
Recruiting students		A B C D
Council Goals		
Goals are set annually		A B C D
Goals are assigned to committees		A B C D
Goals flow from the mission		A B C D
Accomplishments are celebrated		A B C D

AREA		
List Council Goals Here and Rate the Council's Achievement in Each		
	A B C D	A B C D
	A B C D	A B C D
	A B C D	A B C D
	A B C D	A B C D
	A B C D	A B C D
Committees	Self	Council
Committees are established		A B C D
Committees have specific charges and goals		A B C D
Committees have scheduled and productive meetings		A B C D
Committees submit regular reports which are sent with agendas		A B C D
Committee membership has the needed expertise	A B C D	A B C D
Communications		
With one another	A B C D	A B C D
With faculty	A B C D	A B C D
With families	A B C D	A B C D
With businesses, corporations, government, media, etc.	A B C D	A B C D
Mission		
Members are familiar with the mission/philosophy.	A B C D	A B C D
Members are committed to the mission.	A B C D	A B C D
Decisions, policies, etc., reflect the mission/philosophy.	A B C D	A B C D
Resources are targeted to support all aspects of the mission.	A B C D	A B C D
Meetings		
Frequency of meetings has been determined		A B C D
A calendar of meeting topics has been set		A B C D
Agenda is prepared with time allotments and expected outcomes		A B C D
The room is prepared prior to the meeting		A B C D
The Chairperson keeps the agenda moving within the set time frames		A B C D
Training		
Needs are assessed with input from members	A B C D	A B C D
The Council develops an in-service calendar for the year		A B C D
In-service sessions are conducted throughout the year		A B C D
Members are encouraged to attend in-service	A B C D	A B C D

AREA		
The council is a member of NABCCCE (National Association of Boards and Commissions and Councils of Catholic Education)		A B C D
Members attend National meetings	A B C D	A B C D
Funds are designated for Council development		A B C D
Achievements		
List and Rate Your Achievements	Self	Council
	A B C D	A B C D
	A B C D	A B C D
	A B C D	A B C D
	A B C D	A B C D
	A B C D	A B C D
	A B C D	A B C D

Estimate the percent of time spent on each area:

_____ Budget and Finance

_____ Facilities

_____ Policy

_____ Public Relations/Marketing

_____ Mission/Philosophy

_____ Student Recruitment

_____ Planning

_____ Council Member Recruitment

_____ Institutional Advancement

Adapted from Benchmark's of Excellence, NCEA, 1997