

School Committees and Fundraising

- School Board
- Parental Support Committees
- Fundraising Activities

SCHOOL BOARD

The School Board is appointed by the Prelacy Board of Regents for a two-year term and is composed of 5-9 members. The School Board is accountable to the Prelacy Board of Regents and is responsible for all financial affairs of the school. The School Board's treasurer/accountant oversees the school's finances.

The academic duties and responsibilities of the School Board are as follows:

- Assist the Principal in the implementation of the curriculum by developing the necessary means.
- Assist the principal in the interpretation of school-standardized exams.
- Assist the Principal in organizing teacher education seminars and provide the school personnel with educational resources.
- Discuss with the Principal his/her performance evaluation of the faculty and staff.
- Discusses with the Principal/Director his/her evaluation of applicants to teaching and staff positions.
- Presents its performance evaluation of the Principal to the Board of Regents by the end of June. This evaluation shall be based on the guidelines established by the Board of Regents.

The financial duties and responsibilities of the School Board are as follows:

- In cooperation with the Principal, prepares the yearly budget by the end of February and determines tuition and registration fees. In developing the budget it shall consider the annual pay of the teachers and staff which should be within the guidelines established by the Board of Regents.
- Is responsible for balancing the budget. To this end it shall develop plans and programs to raise funds. In cooperation with the Principal shall determine tuition discounts. Present the annual budget to the Board of Regents for approval.
- The implementation of the budget is the responsibility of the Principal and Preschool Director. The School Board ascertains that it is implemented as planned. The school board approves any changes to the budget.
- The School Board oversees construction expenses, major purchases, renovations, care and maintenance; it receives bids and analyzes them. All expenditures exceeding \$50,000.00 require the approval of the Board of Regents.
- The Board of Regents oversees all school expenditures, including accounts payable and receivable, salary, taxes and fees, insurance, retirement funds, school-parent associations, alumni affairs, and the financials of all school committees.
- The School Board initiates and oversees all fundraising activities. Funds that were raised for specific programs or projects shall be allocated only to that specific project.
- All fixed funds that were raised for specific programs or projects shall be allocated only to that specific project. Such funds shall not be used as collateral for loans. For the use of fixed funds the School board shall obtain the concurrence of the Board of Regents.

PARENTAL SUPPORT COMMITTEES

Pursuant to the by-laws of the Board of Regents of Armenian Prelacy Schools, the Administration may elect to assign parental support committees to help assist the Administration in organizing events, fundraisers, and extracurricular activities. Parental support committees are organized according to the Parent Support Committee Bylaws.

The following are the existing active committees:

- Parent Support Committee - High School
- Parent Support Committee - Elementary School
- Armens Sports Committee
- Preschool Parent Teacher Committee

Additionally, the Administration may assign task forces or ad-hoc committees as needed. The following are the existing task forces and ad-hoc committees:

- Emergency Response Committee

The objectives of the school committees are:

- All activities must help benefit the students and support the school ESLRs. They must provide educational, cultural, or recreational experiences. For Holy Martyrs ARS Ashkhken Pilavjian Preschool these activities must be in accordance with the NAEYC's criteria.
- In addition to the events and extracurricular activities assigned by the Administration, any member of a committee can suggest a new activity and propose it to the committee at the general meeting for approval and implementation.
- Fundraisers must be sponsored for a specific project or purpose determined before an activity. After completion of the activity and settlement of all expenses, the funds remaining will be allocated exclusively for the predetermined project.
- Money can be raised through school or community fundraisers, direct donations, raffles, ad-books and other means voted on at committee regular meetings and approved both by the Administration and the School Board.
- Parental committees shall not seek to interfere in the administrative activities of the school or to control its policies.

FUNDRAISING ACTIVITIES

The School Board and the school parental committees, among them Parent Support Committee - High School, Parent Support Committee – Elementary School and Armens Sports Committee organize several fundraising events and with the support of the parents, alumni, church members and community benefactors secure the much needed funds to balance the budget. The following is a list of such events:

September	Carnival	School Alumni
October	Back to School Banquet	School Board
October	Harvest Festival (Halloween)	PSC – Elementary School
December	Christmas Luncheon	PSC – High School
December	Breakfast	Armens Committee
December	Christmas Tree Lighting	PSC – Elementary School
February	Parents Night Out	PSC – Elementary School
March	Fashion Show & Ad-Book	PSC – High School
May	Scholarship Banquet	School Board
May	Athletes Award Night	Armens Committee
June	Seniors Prom	PSC – High School
June	5 th and 8 th grade Commencement Banquets	PSC – High School

Contributions

Throughout the year, the School receives generous contributions from its parents, sponsors, alumni, community organizations, and other sources. These contributions can be in:

- Monetary Donations
- In-Kind Donations
- In Lieu of Flowers
- Awards Funds
- Special Purpose Funds
- Matching Contributions