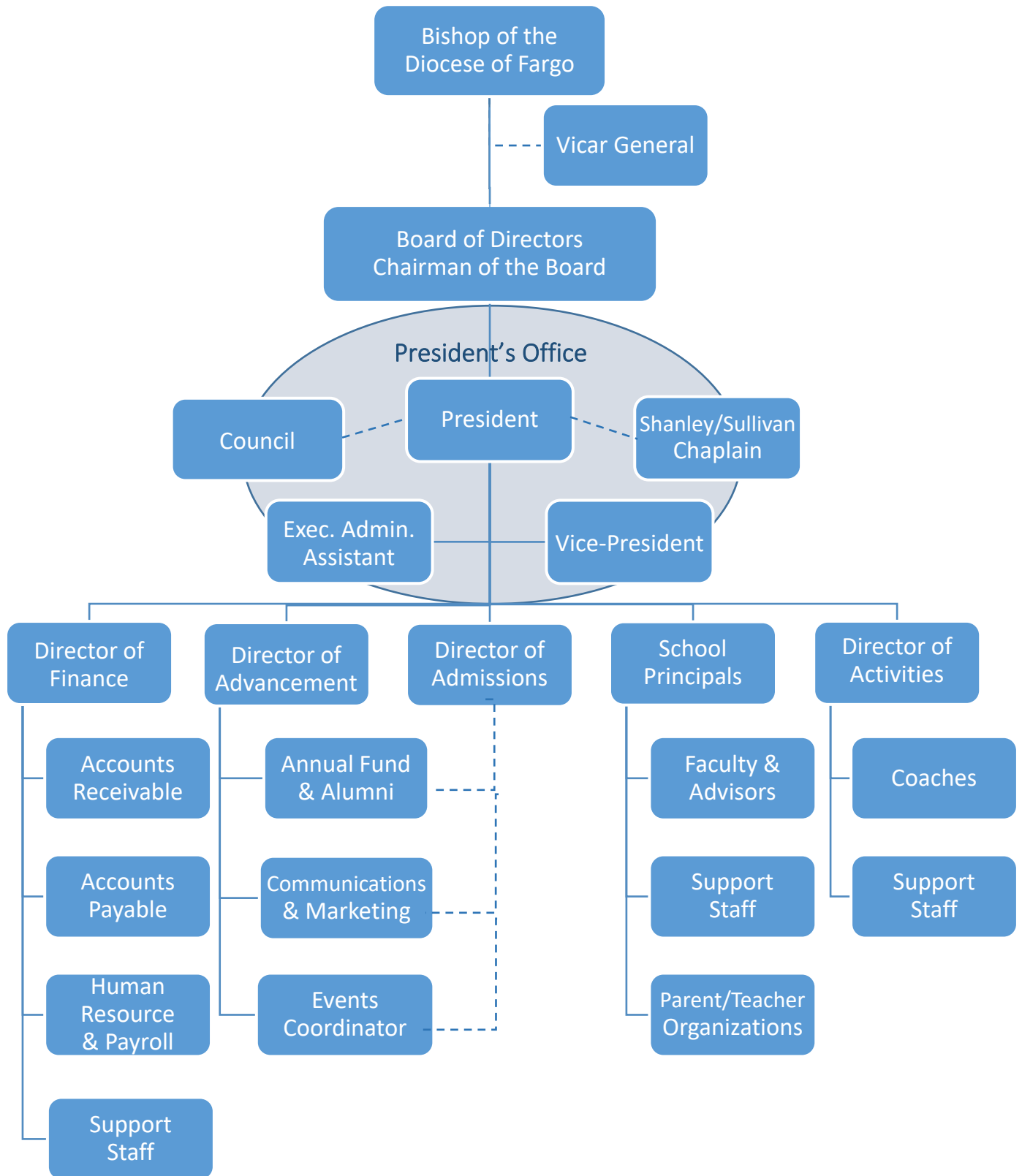


**JPII CATHOLIC SCHOOLS POLICY NO. 1001  
GOVERNANCE**

<b>Title</b>	<b>Roles and Responsibilities</b>	<b>Reports To</b>
<b>Bishop Chief Financial Officer of JPII Catholic Schools/Executive Director of the Board</b>	<ul style="list-style-type: none"> <li>• Canon Law specifies Bishop has ultimate authority</li> </ul>	
<b>Vicar General</b>	<ul style="list-style-type: none"> <li>• Supervisors Chairman of the Board</li> <li>• Attends JPII Board meetings representing the Bishop in his absence</li> </ul>	Bishop
<b>Chairman of the Board</b>	<ul style="list-style-type: none"> <li>• Manages and organizes the Board including setting agendas, chairing meetings by incorporating rules of order, keeping records, transacting business using consensus model</li> <li>• Supervises the President of JPII Schools</li> </ul>	Vicar General
<b>JPII Board of Directors</b> <ul style="list-style-type: none"> <li>• Bishop</li> <li>• Vicar General</li> <li>• Chairman of the Board</li> <li>• Pastors Sponsoring Parishes</li> <li>• Five other members with diverse backgrounds, such as Business, Law, Education, and Finance (appointed by the Bishop)</li> </ul>	<ul style="list-style-type: none"> <li>• Articulates the mission and assures the business affairs are conducted in light of the teaching of the Catholic Church.</li> <li>• Approves all policy changes</li> <li>• Develops, approves, and implements strategic plan</li> <li>• Approves budget and provide financial oversight</li> <li>• Approves Administrators’ contracts and middle and high school Religion teacher hiring</li> </ul>	Chairman of the Board

Title	Roles and Responsibilities	Reports To
<b>JPII President</b>	<ul style="list-style-type: none"> <li>• Oversees all operations of the JPII Schools including: Finance, Advancement, Personnel, Activities, Curriculum, Accreditations, Communications, Faith Formation of Students and Staff, Facilities, Safety, Enrollment, Marketing, and all other duties pertinent to the job</li> <li>• Manages and organizes the JPII Council</li> <li>• Reports quarterly progress on implementation of the Strategic Plan</li> </ul>	Chairman of the Board
<b>JPII Council</b> <ul style="list-style-type: none"> <li>• One Lay representative selected by the Pastor from each sponsoring Parish and one representative recommended by the Pastors from the Moorhead Catholic Parishes</li> <li>• Pastor representative from the Board</li> <li>• Vice-President</li> <li>• Shanley/Sullivan Chaplain</li> </ul>	<ul style="list-style-type: none"> <li>• Developments Policy</li> <li>• Advises the President in strategic planning, facility, curriculum, and Advancement needs</li> <li>• Advises the President in the areas of co-curricular activities, student life, and spiritual climate</li> </ul>	JPII President
<b>Vice President</b>	<ul style="list-style-type: none"> <li>• Assists the President in operational oversight with a focus on the day to day operations</li> </ul>	JPII President
<b>School Principals</b> <ul style="list-style-type: none"> <li>• Holy Spirit Elementary School</li> <li>• Nativity Elementary School</li> <li>• Trinity Elementary School</li> <li>• Sullivan Middle School</li> <li>• Shanley High School</li> </ul> <b>JPII Directors of:</b> <ul style="list-style-type: none"> <li>• Activities</li> <li>• Admissions</li> <li>• Advancement</li> <li>• Finance</li> </ul>	<ul style="list-style-type: none"> <li>• Manage day to day operations of the school</li> <li>• Supervises and evaluates personnel</li> <li>• Adheres to JPII procedures and protocols</li> <li>• Receives, documents, and responds to matters of concern from students, parents, staff, and stakeholders</li> <li>• Directs concerns to the appropriate level designated by the chain of command outlined in JPII policy</li> <li>• Working in collaboration with one another and the President's Office</li> </ul>	JPII President's Office

**JPII CATHOLIC SCHOOLS POLICY NO. 1001  
 GOVERNANCE FLOWCHART**



## **ST. JOHN PAUL II CATHOLIC SCHOOLS Governance Policy**

- **Bishop Of The Diocese of Fargo**  
Bishop John Folda
- **Vicar General**  
Msgr. Joseph Goering
- **Chairman of The Board**  
Very. Rev. Andrew Jasinski
- **Board of Directors**  
Mr. Mike Hagstrom, Msgr. Joseph Goering, Rev. Phillip Ackerman, Rev. Raymond Courtright, Very Rev. Paul Duchschere, Rev. William Gerlach, Rev. Ross Laframboise, Rev. Gary Luiten, Mr. Eugene Simon (Treasurer), Mr. Dale Kadlec, Mr. Joe Paul, Mrs. Corinne Busek, and Mrs. Shantelle Smith
- **President**  
Mr. Mike Hagstrom
- **Vice President**  
Mrs. Mary Beth Traynor
- **Council**  
Mrs. Leanne Magnotto-Nativity Parish (Chair), Mrs. Brenda Craft-Holy Spirit Parish (Vice Chair), Mr. Paul O'Donnell -St. Mary's Parish, Mr. Mike Schommer-Sts. Anne & Joachim Parish, Mr. Shawn DeKeyser-Blessed Sacrament Parish, Mr. Earl Miranda-Holy Cross Parish, Mrs. Kim Noah-St. Anthony's Parish, Mr. Matt Meyer-St. Benedict's Parish, Mr. Dave Huus-Moorhead Parishes, Very Rev. Paul Duchschere-Board Representative, Rev. William Slattery-Sullivan/Shanley Chaplin
- **School Principals**  
**Shanley High School** Mr. Jon Spies, **Sullivan Middle School** Mr. Leon Knodel, **Holy Spirit Elementary School** Mr. Jason Kotrba, **Nativity Elementary School** Mrs. Kimbra Amerman, and **Trinity Elementary School** Mrs. Karissa Flieth
- **School Directors**  
**Activities** Mr. Michael Breker, **Admissions** Ms. Lori Hager, **Advancement** Mr. John Klocke, and **Finance** Mrs. Stacy Roney
- **Executive Administrative Assistant**  
Mrs. Sherri Simon
- **Shanley/ Sullivan Schools Chaplain**  
Rev. William Slattery