

ST. JAMES LUTHERAN CHURCH
GETTYSBURG, PENNSYLVANIA

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Committee Council

MISSION OF ST. JAMES LUTHERAN CHURCH

We respond to God's abundant grace by being hearers, proclaimers and doers of the Word. Listening and discerning God's leading, reflecting the light of Jesus' love, embracing people of every age and life circumstance, inviting all to celebrate God's gifts, and joining with others to promote the welfare of all people, we reach out to serve.

St. James Lutheran Church Early Learning Center:

The St. James Lutheran Church Early Learning Center is a ministry of service and stewardship of the St. James Lutheran Church. The Center aspires in its operation to provide quality early childhood care and education in a loving Christian environment, to support families in need and to empower the Early Learning Center staff in this mission.

We seek to provide experiences that foster faith in a loving God;
We seek to serve the community in its need for a quality Early Learning Center;
We seek to respond to the needs of families and support them;
We seek to serve families and children who need financial aid to attend;
We seek to be a witness to faith in Jesus Christ;
We seek to strengthen the staff in its vocation.

Therefore, to foster faith in a loving God,

- St. James Early Learning Center will create a nurturing environment of safety, love, and guidance.
- St. James Early Learning Center will arrange for Christian Education through chapel services for the children and such activities as Bible stories and meal prayers.

Therefore, to serve the community,

- St. James Early Learning Center will offer affordable quality early childhood care and education;
- St. James Lutheran Church will gift the use of space to the Early Learning Center in support of its ministry;
- St. James Early Learning Center will be alert to and, where possible, serve the needs of families and children "at risk" or potentially at risk. (1) serve families and children who need financial aid to attend,

¹ "At – risk" includes but is not limited to disabilities, race, economic status and/or educational background. Potentially "at risk" includes children who may develop learning, emotional, behavioral or physical disabilities in the future from exposure to

- St. James Lutheran Church will establish and maintain a scholarship fund to supplement other sources of financial aid.
- Witness to faith in Jesus Christ, justice and grace on behalf of the children will be reflected in employment practices, enrollment procedures and business practices.
- St. James Early Learning Center will strive to be financially sound, fiscally accountable and will commit itself to prudent use of available space and resources. It will strive to reimburse the church for its allocation of shared expenses.

Therefore, to empower the Early Learning Center staff in its vocation,

- St. James Early Learning Center will support participation in and recognition of state initiatives including but not limited to TEACH scholarships, Keystone Stars and other state supported professional growth and development opportunities.

The St. James Lutheran Church Early Learning Center is ultimately the responsibility of the congregation to assure that the Center is properly supported and uses such support to carry out its mission.

Early Learning Center Governance Committee

The Early Learning Center Governance Committee shall assure that the Early Learning Center carries out its mission. The primary responsibility of the Governance Committee will be to recommend policies and plans of the Early Learning Center to the Congregation Council via the appropriate committees of the council. Issues addressed by the Governance Committee will include but not be limited to: (a) goal-setting, (b) budget, (c) staff compensation and benefits, (d) building use, (e) admissions and scholarship policies concerning the recruitment of children, (f) fundraising, and (g) resolution of conflicts. Additionally, this committee will support fundraising, special events and daily operations.

Evaluation of the Director and recommendations about salary, retention, or hiring of the Director shall be done by the Early Learning Center Governance Committee and in turn make recommendations to appropriate committees of the Congregation Council. The Director is ultimately responsible to Congregation Council.

Membership of the Committee

1. These members ex officio by their position are non-voting: Director of the Early Learning Center, Treasurer for the Early Learning Center and the Church, the Assistant Director, if named.
2. Voting members shall be: The Pastor serving on the committee, Congregation Council President, and preferably a representative of the Property Committee, a representative of the Social Ministry Committee, a representative of the Christian Education Committee, a

drugs, abuse, neglect, and those with genetic pre-dispositions to mental illness and physical disabilities.

representative of the Congregation Council, and two or more members-at-large to be appointed and approved by both the Council President and the Chair of the governance committee.

3. Terms of Service:

Voting members shall have a term of three years in length with no limit to terms.

4. Conduct of Committee Meetings

a. Frequency of Meetings

The committee will meet bi – monthly. The chair will call special meetings if required.

b. Quorum

A majority of the voting members shall constitute a quorum.

c. Chair of Committee

The Chair shall be appointed by the Congregation Council President and shall be an existing member of the Early Learning Center Governance Committee.

d. Issues of Confidentiality at Meetings

In the case where a parent or guardian of an enrolled child is a member of the Governance Committee, the Chair shall excuse that person from the part of the meeting where confidential issues so warrant.

e. Reports of Meetings

Reports of the meetings will be made available to Congregation Council through committee minutes.

f. Decisions Made Between Committee Meetings

When special circumstances arise for which an immediate decision is required for an issue that would ordinarily go to the committee, the Director shall confer with the Pastor on the committee and the Chair of the committee to make a decision. Such decisions shall be reported to the full committee at its next meeting.

Parent Advisory

A Parent Advisory Committee may be set up for parent input.