

CBE Religious School - Parent's Association (RSPA) Charter

Section 1.

Mission Statement

The Religious School Parent's Association's (RSPA) mission is to enhance the student and parent experience at CBE Religious School by providing a mechanism for parents and families to be actively involved in the education of their children by supporting the programs of the Beth Emeth Religious School.

Section 2.

Goals

- 2.1 Promote a sense of community among parents by
 - Encouraging parental involvement in school and in the RSPA.
 - Providing opportunities for parental networking.
 - Providing fun and engaging family social events.
- 2.2 Help facilitate effective communication between the parents and faculty and administration by
 - Providing information to parents about school and RSPA events.
- 2.3 Help to raise funds for the Religious School by
 - Providing opportunities for effective fundraising.

Section 3.

Association Structure

- 3.1 Membership. Every parent in the Religious School is a member of the RSPA.
- 3.2 Executive Committee will be established to represent the entire parent community. With the exception of the first Executive Committee, which will be appointed by the Religious School Committee, the Executive Committee shall be voted on at the annual RSPA meeting. The Executive Committee shall meet as deemed appropriate to discuss the goals and directions of the RSPA. The Executive Committee shall consist of a President or Co-Presidents, Vice President, Secretary, Treasurer and Volunteer Coordinator.
- 3.3 VP of Education has oversight of RSPA.
- 3.4 RSPA and the Religious School Committee work together to support the Religious School.
 - President (or Co-Presidents) shall be a voting member of the Religious School Committee
 - Religious School Committee Chair shall serve as Ex-Officio member of RSPA.
 - Standing committees will be Fundraising, Social and Parent Education.

Section 4.

Officers

- 4.1 Each officer will serve a term of one year.
- 4.2 Any Jewish parent is eligible to be an officer on the Executive Board.
- 4.3 *President* - plans agendas for meetings, presides over meetings, and keeps consistent communication with committee chairs.
- 4.4 *Vice President* - fulfills duties of President in his/her absence. Will appoint special committees and as needed volunteers.
- 4.5 *Secretary* - takes attendance and minutes at meetings, maintains a binder of all information, disseminates information as appropriate to membership.
- 4.6 *Treasurer* - responsible for collection & disbursement of all RSPA funds, maintains financial records, establishes an annual budget, and prepares a year-end report.
- 4.7 *Volunteer Coordinator* - helps with Shabbatons, Parent-Child Programs and special programming coordination.

Section 5.

Meetings and Voting

- 5.1 RSPA will conduct general body meetings, at least two per year, and Executive Committee Meetings on an as needed basis. During the last meeting of the year, elections for Executive Committee members for the next year shall occur.

Section 6.

Fiscal Matters

6.1 The fiscal year is from July 1 to June 30.

6.2 RSPA Account funds over \$1000 will be donated to the Education Fund at the end of each fiscal year.

Section 7.

Chapter Amendments

Considerations: nominating committee, quorum