



**RICHMOND
CHRISTIAN
SCHOOL**

EST. 1957

POLICY NUMBER AND NAME: 03.04 CAMPUS COMMUNITY COUNCILS – VERSION 4.0	RESPONSIBILITY	BOARD	SUPERINTENDENT	SLT
		A	I	D
SECTION: 03 – COMMITTEE	LAST REVISION DATE: JUNE 19, 2023			
ADOPTED: JUNE 13, 2013	REVIEW FREQUENCY: EVERY 3 YEARS			

PREAMBLE

A Campus Community Council will exist at each campus to support the Campus Principals in ensuring that parents feel connected, included and engaged as part of the Richmond Christian School community. The Campus Community Council must function in alignment with and in support of the school’s mission of providing a quality, Christ-centered education to the children in our community of faith and in equipping them to joyfully serve Christ in all aspects of their lives.

REVIEW HISTORY		
DATE	VERSION	CHANGES
JUNE 19, 2023	4.0	- NAME OF POLICY CHANGED FROM “EDUCATION COMMITTEE” TO “CAMPUS COMMUNITY COUNCILS” - CONTENT FOR “RESPONSIBILITIES”, “MEMBERSHIP”, AND “MEETINGS” REVISED AND UPDATED TO REFLECT NEW COUNCIL IMPLEMENTATION

RESPONSIBILITIES

1. Support the campus leadership team in connecting and engaging with parents
2. Assist with the welcoming and 'on-boarding' of new families to RCS
3. Serve in a hospitality/welcoming role at special parent events that may occur at each campus. (Ex. Parent information and education evenings, concerts, etc.)
4. Support the development office with planned annual events and activities, which may include and be amended based on an annual needs review: (Ex. Welcome back BBQ, Teacher Appreciation Week, Grandparents/friends day, Pastor's appreciation events)
5. As needed, support the Principal in coordinating parent education events on current topics relevant to each campus.

MEMBERSHIP

6. There are three (3) Campus Community Councils - Elementary, Middle and Secondary.
7. The membership of each Campus Council shall consist of:
 - a. The Campus Principal
 - b. one (1) Board member;
 - c. a minimum of (3) parent representatives;
 - d. Other representatives as determined by the Council, which may include additional Administration or Staff.
8. The parent representatives must be a member in good standing of the Association.
9. The Board will select and approve the Board representatives.
10. The Campus Principal and Superintendent will select and approve the parent representatives. The Board will affirm the selections.

MEETINGS

11. The Council will meet 4-5 times a year as follows:
 - a. Late August/Early September
 - b. November
 - c. 2-3 additional times as determined at a meeting of the council

12. The Campus Principal will Draft the tentative meeting agendas and share it with the Board representative for further input.
13. The Campus Principal will chair
14. The Board representative will submit the meeting minutes to the Superintendent and Board for information