

26/27 School Year  
**Red Cedar Family Council**  
**Executive Board Elections**



Our council relies on volunteers to lead programs for our school. We would love to have you as part of our team!

## RCFC Election Procedures

Our council is informal when it comes to elections. We have six executive board positions: President, Vice President, (2) Treasurers, and (2) Secretaries. These positions constitute our Executive Board.

**During our February meeting,** we conduct a Willingness Confirmation to determine which current executive board members are willing to extend their term by one (1) additional year or are planning to step down from their current position.

**During our April meeting,** we review our executive board positions, the duties outlined in the bylaws, and the anticipated time commitments.

**During our May meeting,** we take nominations and hold elections for any unextended board positions.

**Elected officers begin their duties at the start of the 2026-2027 school year.** If there is a new member elected to an officer position, all transitions including records, system access, and information transfers, should be completed before the beginning of the school year.

### President

- Leads monthly council meetings
- Supports council events, programs, and volunteers
- Guides council priorities for the year
- Works closely with school administration to plan and promote RCFC events and initiatives

### Vice President

- Assists the President in leading monthly council meetings
- Supports council events, programs, and volunteers
- Works closely with school administration to plan and promote RCFC events and initiatives

### Treasurers (2)

- Tracks income and expenses
- Deposits funds and write checks
- Provides simple financial updates at monthly council meetings

### Secretaries (2)

- Prepares agendas for monthly council meetings
- Takes notes during monthly council meetings

Note: 1.Roles may be shared among multiple people. 2.No prior experience required, just a willingness to help!

#### Connect with us

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Facebook | [Facebook.com/RedCedarFamilyCouncil](https://www.facebook.com/RedCedarFamilyCouncil)