



RRCA Board of Directors Roles and Responsibilities

The Round Rock Christian Academy Board of Directors will be comprised of select individuals who have an interest in the future of Round Rock Christian Academy ("RRCA") and creating an environment of learning where the students are able to receive a Christ centered education.

Board of Directors members should have a/an:

- Belief in the mission and goals and serve as an advocate for RRCA in the community;
- Enthusiasm for the school and its objectives;
- Willingness to follow the campaign plan and work in conjunction with Dini Partners and RRCA's staff and leadership;
- Desire to be informed about the School, to ask questions and request information; and
- Ability and willingness to consider the advice of counsel.

Your Board of Directors roles and activities will include the following tasks when appropriate and to the extent that the Directors are comfortable:

- Identify and recruit other RRCA Board of Directors members as needed;
- Oversight of the school's operations and processes;
- Advising RRCA's staff and leadership on matters related to the school and its operations.
- Commit a personal stretch gift to RRCA;
- Attend monthly Board of Directors meetings and necessary committee meetings;
- Provide guidance and counsel as needed to RRCA on topics related to your area(s) of expertise and experience;
- Assist with gift acceptance, acknowledgement, recognition, and stewardship; and
- Provide candid, open and honest feedback and evaluation regarding the campaign.

Volunteers have the right to expect the following from the staff and leadership of RRCA:

- A well-directed and managed plan of action;
- Meaningful, well-prepared, and purposeful meetings;
- Complete, clear, ethical research and background information concerning prospects;
- Discretion with and respect for Board of Directors members' prospects, friends and associates, and gifts raised;
- All communication and information regarding the campaign handled with confidentiality when appropriate;
- All gifts respectfully acknowledged in a timely manner;
- Timely, accurate, and thorough follow-up to questions; and
- Continuing gratitude for the many ways volunteers contribute to the success of the campaign's progress.

Signature

Date

Name (*Please Print*)