

Western Reserve Society SAR
Officer, Trustee & Leadership Handbook

8th Grade Good Citizenship Committee's
Responsibilities and Guidelines

ADMINISTRATIVE

Maintains a Committee which encourages active participation and input by all its members

Provides an up-to-date list of Committee responsibilities to each Committee member

Prepares a proposed annual budget for Committee expenditures

Prepares Annual Report of activities by December 31 of each year.

Maintains written procedures that will facilitate the assumption of responsibilities by a successor Chairman.

FUNCTIONAL

Administers the Eighth Grade Good Citizenship Program for WRSSAR

Establishes annual plans and objectives for improving, publicizing and administering the Program

Maintains a current mailing list of schools to be sent information about the Program

Provides the WRSSAR Webmaster appropriate changes for inclusion about the Program

Works closely with the Chairman, Publicity Committee, to generate publicity about the Program