

The following Charter for the REC was completed, voted on and passed by the REC members in attendance on Sunday, February 24, 2008.

Unitarian Universalist Church of St. Petersburg Religious Education Committee Charter

Purpose

The purpose of the Religious Education Committee (REC) is to uphold and further the mission of the Religious Education Program:

"The mission of the Unitarian Universalist Church of St. Petersburg Religious Education Program for children and youth is to provide religious education which upholds and promotes Unitarian Universalist Principles and Purposes, through the creation of a nurturing and supportive community environment which stimulates, encourages, considers and respects all religious questions."

Goals

1. To give the children/youth a sense of their place in the church community and in the world as a whole, and to help them to become contributing members of their community and society.
2. To enable children/youth in the program to gain an appreciation for the value and wisdom of world religious traditions, applying this wisdom to help inform and shape their emerging ideas and beliefs.
3. To promote a strong sense of religious Self among Unitarian Universalist children/youth based upon indirect and direct experience.
4. To create a positive learning environment which is clean, inviting and safe.

Outcomes

To understand and practice the seven principles of Unitarian Universalism in daily life.

Methods

1. To provide a structured, age appropriate, UUA-approved lesson plan weekly that is engaging and stimulating, and that reflects the service of the day when applicable.
2. To teach through a variety of means, both traditional and alternative, with a focus on art, music, and hands-on activities.
3. To have children/youth participate in services and to introduce children/youth to teachings of various denominations by inviting guest speakers from other places of worship or by taking field trips (with parental permission).
4. To offer the children/youth age appropriate tasks, activities and responsibilities within the church community.

Tools

1. To use UUA curriculum, as well as other compatible materials.
2. To provide parents and guardians with literature, welcome packet, forms, and up-to-date program information.
3. To use the communication tools at RE's disposal efficiently (i.e. website, bulletin boards, publications, etc.).

Membership

1. REC Membership is not limited to parents/guardians.
2. Voting Membership: A voting member of the REC must:
 - a. be at least 18 years of age

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- b. have submitted their name and contact information to the DRE or chair(s)
 - c. must attend at least three meetings in a six-month period
 - d. Voting Members are entitled to vote on REC issues and hold office.
3. Non-Voting Membership: Non-Voting Members of the REC:
 - a. may be of any age, either members or non-members of the church
 - b. may sit in and participate (with the exception of voting and holding office) in REC meetings and activities may become Voting Members by meeting Voting Membership criteria.
4. Offices
 - a. A Chair, or Co-Chairs, will be appointed by the REC with approval by the Board of Trustees and the Director of Religious Education (DRE).
 - b. Offices of Secretary, Treasurer, Communications Representative, and Teen Representative will be appointed by the REC
 - c. All other liaisons and sub-committee leaders will be appointed by the REC on an as-needed basis
5. Infrastructure— ideas, concerns, grievances, etc., should be addressed to Chair(s) of the REC whenever possible, so that appropriate discussions/actions can be taken. If unable to address REC Chair(s), items should be addressed to Director of Religious Education, or the next Office in line:
 - a. Chair or Co-chairs
 - b. Secretary
 - c. Treasurer
 - d. Communications Representative
 - e. Teen Representative
 - f. Liaisons to other committees
 - g. Sub-committee leaders (as needed)
6. REC is to work directly with and report to the DRE and the Program Council. DRE is to work directly with and report to REC

Election Process

1. Elections for Chair(s), Secretary, Treasurer, Communications Representative, and Teen Representative will be held by June and take effect on July 1st of the new church year.
2. Formal resignations from Offices are requested at least one month in advance if possible.
3. Office Vacancies must be filled immediately through election process.
4. Non-performance of duties may result in the temporary or permanent removal from Office.

Meetings

1. The REC shall meet monthly with additional meetings added on an as-needed basis.
2. At each regular monthly meeting, there will be made REC and Sub-Committee reports.

Budget

1. The DRE will prepare an annual budget proposal per church fiscal year with the assistance of the Treasurer. The budget will be approved by the REC before submission to the Board Of Trustees or Church Treasurer.
 - a. REC is responsible for REC expenditures
 - b. DRE is responsible for childcare budget expenditures
2. Budget reimbursement requests by committee members, RE teachers, or the DRE must be

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submitted with a Reimbursement Request Form and original receipt, and must be approved by the REC Chair(s).

3. REC Chair(s) must get approval from Co-Chair, Church Treasurer or President of the BOT.
4. Once budget expenditures and/or reimbursements are approved, copies of receipts must be submitted to the REC Treasurer for filing and accounting.
5. REC Treasurer is responsible for tracking expenditures and providing the committee members with monthly budget reports at meetings.
6. If for any reason the REC Treasurer is unable to fulfill duties for short term, all budget issues and reports should be handled by REC Chair(s).

Working Relationships With Other Committees

1. RE children/youth will, when age-appropriate, take on REC-approved projects from other committees, as arranged by the DRE.
2. Any non-UUA-curriculum lesson plan must be voted on by the REC.
3. Controversial activities (i.e. protests or political activism) will require REC approval if activity is to be presented during class time. Parental notification must be made and permission must be obtained.

External Relationships

1. Outreach Representatives will be elected on an as-needed basis. All Outreach Representatives and activities are to be approved by REC. In absence of officially elected Outreach Representative, DRE will act as liaison.
 - a. Unitarian Universalist Association (UUA)
 - b. West Central Cluster of Congregations
 - c. General Assembly (GA)
 - d. Young Religious Unitarian Universalists (YRUU)

Internal Committee Work

1. Evaluating Process (box system)
 - a. Purpose: to use the same criteria for evaluating new potential REC projects as well as retiring existing ones. This process is intended for use by the overall REC, as well as within its sub-committees.
 - b. Box system:

Potential: High Fit and Low Opportunity Study, educate and monitor for development	Ideal: High Fit and High Opportunity Dedicate time, energy and resources
Unlikely: Low Fit and Low Opportunity Do not dedicate time, energy and resources. Can monitor for development	Potential: Low Fit and High Opportunity Study, educate and monitor for development

1. Questions to consider for evaluation:
 - a. to determine Fit
 - i. Does the issue or project align with one or more of the UU principles?
 - ii. Does the issue or project align with our congregation's mission?
 - iii. Does the issue or project align with the RE mission and charter?

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- iv. How will the issue/project benefit the children of the RE program?
- v. Is there a church member willing to lead the project?
- vi. Is there support within the congregation for the project, or can steps be taken to determine the breadth of congregational support?
- vii. Does the project or issue conflict with other Church activities (dates, resources)?
- b. to determine Opportunity
 - i. What kind of resources (manpower, skills, money) are needed for this project?
 - ii. Are these resources available?
 - iii. Does this issue or project have interest within the larger community?
 - iv. Are there allies we can partner with?
 - v. Are there experienced external partners needed, if so are they willing to assist?
 - vi. Do we have enough time to gain interest and garner support if necessary?
- 2. Steps for evaluating projects and/or issues
 - a. Issue or Project Advocate requests REC Chair(s) put item on REC meeting agenda
 - b. Advocate presents and defines the project for the REC at meeting
 - c. REC discusses and evaluates (using questions outlined for Fit and Opportunity) the issue/project
 - d. REC votes on Fit and Opportunity, and where on the grid placement of the project or issue lies, and how to proceed