



## CORE GROUP

Keisho Center was founded by a group of parents and Japanese community members known as the “Core Group.” The Core Group was interested in providing children and others of Japanese heritage or an interest in Japan with an environment in which they could learn the Japanese language and culture. The Core Group developed the initial framework and curriculum and continues to coordinate the many non-curricular operations that make Keisho run smoothly.

While membership changes periodically, the Core Group is made up of parent volunteers, all paid staff including all members of the Education Team, and members of the Keisho community. Keisho Board Directors may or may not be Core members. All members of the Keisho community may join Core Group.

Core Group responsibilities are managed by volunteer Coordinators. Coordinators are encouraged to recruit a co-coordinator so that an additional person will be familiar with the job and be able to step in should the Coordinator be absent.

Core Group meetings are held periodically throughout the year to manage operations and plan events. The General Manager or Coordinator in charge of an event will contact all Core members about each meeting time and place.

The GM and Coordinators will store meeting minutes, manuals, and other documents on Keisho’s Dropbox account under “CoreShare.” All Core Group members have access to the Dropbox account.