

The Denver Waldorf School
Parent Council
Friday, September 6th, 2013
Meeting Minutes

Meet & Greet with Admin and Staff

Leigh Rhysling, Enrollment Director

Simplicity Parenting with Kim John Payne

Thursday, December 17, 2013 • 7:00 pm to 9:00 pm

Matt “Woody” Woodhull, Development Coordinator

Current and future fundraisers

Grocery and Gift Cards

- Anyone, meaning a parent, student, relative, neighbor or friend, can enroll in our dining and grocery card program.
- You receive full face value of every card you purchase and DWS retains 2 to 15% of the full value of the card.
- If your family purchased a \$50 grocery card every week, the result would be a \$130 donation by the end of the year.
- Sign up for standing orders or come by the school and purchase them as needed.
- New to this year, register online and enroll in a secure electronic payment method to have the option of purchasing and printing gift cards online!

To place an order directly, call or email Matt Woodhull at: 303-777-0531 ext. 128
mattwoodhull@denverwaldorf.org

Eco Tulips Are Back!

- Looking forward to having a beautiful spring garden? For every bulb purchased through our school specific link below, DWS will receive 50% of the profit!
- By purchasing through the website, your order will be sent directly to you, freeing up any hassle of payments and pick-ups.
- Get family, friends and loved ones involved in supporting The Denver Waldorf School!

<http://www.ecoflowerfundraising.com/denver-waldorf-school-2013>

Equal Exchange Goodies

- Purchase gifts, chocolate, tea, coffee and more from small farmers and artisans around the globe.
- For every item purchased through our school specific link, DWS will receive 25% of the profit!
- Support healthier, sustainable communities while earning profits for The Denver Waldorf School.
- Stop by the school store and check out items already purchased by our volunteers!

<http://fundraiser.equalexchange.coop/?fundraiser=DENV006W>

Share Your Child's Masterpiece

- In order for your child to participate, type in the link below to register your child for our artwork fundraiser by Oct. 1st.
- The Denver Waldorf School can earn between \$8.00 and \$20.00 per product sold.
- Share your child's creations with family and friends on your own personal link to your student's gallery.
- Generate revenue for DWS by showcasing your student's artwork on a variety of products.

<http://www.artwise.com/campaign-details?slug=the-denver-waldorf-school-fall-2013>

Link to flyer: <http://www.denverwaldorf.org/wp-content/uploads/Grocery-Cards-and-Other-Fundraisers-Flyer.pdf>

Judy Lucas, Administrative Director

Leadership Team is Administrative Director and Chairs of the College, Board and Faculty.

Committees (Board, College or Administration)

The Board Development Committee

The Building and Grounds Committee

The Calendar Committee

The Development Committee

The Marketing Committee

The Finance Committee

The Leadership Committee

Parent Council

The Personnel Committee

The Professional Development Committee

The Human Resources Committee

The Scheduling Committee

The Tuition Adjustment Committee

The Diversity Committee

Other committees are established when needed for a specific purpose and may be represented by, and work within, a particular segment of the school. Each of these committees requires the participation of the entire school community for the successful realization of its work. From time to time ad hoc committees are formed to address a single question or issue. For example the **Sports Program Task Force** supports the sports programs of the school and is a College committee. They work to raise funds for the programs and provide organization and coordination to parents such that they can support their child(ren) and the sports program as a whole. **The Parent Education Task Force** is also providing support to the administration in organizing parent education events.

Christa Gustafson, Main Office Manager
(303) 777-0531 x 100 dws@denverwaldorf.org

Absence and tardy procedures

Grades 1 through 8, please call the main office to report an absence or if a student will arrive after 9:00 am. Kindergartens, call your class teacher directly.

Field Trip Procedures

NEW Distracted Driver and Volunteer Driver/Chaperone Sheets are located at the front desk. These must be completed each time you drive or chaperone. All

drivers need to turn in a copy of your current license, registration and insurance for the school to have on file. Please check in with the main office 15 minutes before leaving for the field trip. She will give you a list of students you will be driving, directions and a packet with each student's emergency information. Please return these to the main office after the field trip. Teachers make all of the driving arrangements and give the information to Christa. It is beneficial for each class to have a parent liaison between the class teacher and the main office for the day of the field trip.

Medication Procedure

The **Medication Administration Permission Form** must be completed before any medication can be given to a child. This is especially important on overnight trips. The forms are available at the front desk.

Here is a link for the forms: <http://www.denverwaldorf.org/parents/resources/forms/>

Dawn Archer, After Care Director and Ambassador of Fun

After Care is available to all students. Students may be signed up for regular days or as the need arises. If you know a student will need to be in After Care before 2:30 please call 303.777.0531 ext 113. Grade Students are released at 3:00. Any student signed up for After Care will go down to the After Care room to be signed in. At 3:10 the playground bell will ring, please gather your children and any in your care. Any student not accounted for will be taken into After Care. All of the kids are allowed to go to the playground at 3:20. At this time the gates to the parking lot and Milwaukee are locked.

Kindergarten Students are on the front playground for pick-up. At 3:15 the students are signed in. They play out front until around 3:30 to 3:45 when they join the other kids on the back playground.

Snack is around 4:00.

Ambassador of Fun Dates

Gear Swap and Soup Night, Tuesday, October 8th, 6:00 to 8:00 pm, in the After Care Room.

As in years past, this is an opportunity to empty your closets of unwanted items, pick up some much needed items and get together as a community over a steamy bowl of soup.

Drop off your goods from Monday, October 7th at 8 am through Tuesday, October 8th at 7 pm in the far corner of the After Care room. Items include: gently used clothing, snow pants, coats, boots, other snow gear, sporting equipment, bicycles, sleds, and other useful goods for babies through adults.

Please do not bring car seats, books, household items, electronics or equipment/clothing that is stained or in disrepair.

Then on Tuesday, October 8 at 6 pm, bring your family and a crock of soup, stew or chili (parent council supplies the salad, bread, butter, utensils and bowls). If you bring food please also bring a list of the ingredients so those with food restrictions can find what they need.

Join your Waldorf community for a delicious meal, shop the items and take home your booty!

Baked Potato Night, Friday, January 10, 6:00 to 8:00 pm, in the After Care Room.

Parent Council Mandate and Goals

Parent Council Mandate

September 2013

Purpose

Parent Council is a Board of Trustees-mandated committee, as defined by the Bylaws of The Denver Waldorf School Association. The purpose of Parent Council is to serve the Mission and Vision of The Denver Waldorf School by providing parents with access to the greater school community and governing bodies through the information, planning and communication shared in Parent Council meetings and activities. Parent Council generates enthusiastic participation in the life of the school and creates opportunities for parents to enrich their own lives. Parent Council reports directly to the Board of Trustees and the College of

Teachers and collaborates with the Board, the College and the Administration of the school to achieve our goals.

Membership

Parent Council is open to all interested parents and all parents are members. Parents may choose to make a higher level of commitment and serve as Class Representatives. Class Representatives have the following responsibilities:

- Attend all meetings or arrange for a substitute from your class
- Forward meeting minutes to class
- Bring class input to Parent Council
- Be knowledgeable about school policies as defined by the Parent Handbook
- Welcome new families to our community and guide them to the New Parent Guide
- Serve the interests and represent the opinions of the parents in your class
- Participate in community events

All members have a voice at Parent Council and may vote when making decisions. Parent Council is facilitated by two parent Co-Chairs, who set meeting agendas and calendar and act as resources and support to Parent Council members working on ongoing projects. Co-Chairs may speak on Parent Council's behalf at Back-to-School Night and may present our work to the Board, the College, the Faculty or the Administration when necessary.

Representatives

For the 2013-2014 school year, Representatives of the Parent Council are the following:

- Brooke Camfield, parent Co-Chair
- Elizabeth Strammiello, parent Co-Chair
- Michael Baker, College Representative
- Judy Lucas & Molly Lawson, Administration Representatives
- Krista Douglass, Board Representative
- Dan Opyd, Board Representative

Class Representatives:

Starflower: Lukas Gruber and Emily August

Larkspur: Emily August and Ching Wang

Morning Glory: TBD

Woodrose: Nicole Reinan and Amy Mohraz

1st Grade: Marcy Renton and Jennifer Cheers

2nd Grade: Kristen Volk and Sara Ross

3rd Grade: Sadie Metter and Rachel Kopfle

4th Grade: Brooke Camfield and Kristen Volk

5th Grade: Christine O'Connell

6th Grade: Leah Secrest

7th Grade: Jenny Flemming and Julie Jordan

8th Grade: Krista Douglass

High School: TBD

Quorum and Powers of Decision

For decision-making processes, Parent Council adheres to The Denver Waldorf School consensus-based model. Members agree to maintain a positive attitude toward colleagues even if there is disagreement and to feel free to disagree

respectfully in order to present an opposing perspective. Parent Council will conduct its business in the spirit of collaboration and strive for transparency in its processes and consensus decision-making. Decisions and budget expenditures require a quorum which is reached when:

- the Board, Administration and College are represented by at least one member;
- each school is represented by a parent: kindergarten, grades school, middle school, and high school; and
- at least one Parent Council co-chair is present.

Decisions should be adopted by the Board and/or College unless new information becomes available which indicates a necessity for Parent Council to reconsider.

Questions regarding a decision or recommendation should go first to Parent Council Co-Chairs. Concerns or questions about Parent Council Co-Chairs should go to Parent Council Board Representatives.

2013-2014 Goals:

- Facilitate communication
- Develop community through social events and volunteerism
- Provide a forum for parent education
- Develop a process for selection of Parent Council Co-Chairs

Meetings

Monthly meetings are generally scheduled for the first Friday of the month at 8:45 am in the After Care Room. Parent Council Co-Chairs are responsible for setting the agenda, taking minutes or assigning that task to another Member, and

distributing the minutes to Representatives. Agenda items may be submitted to Parent Council Co-Chairs for consideration.

Class, Board and College Representatives consent to entrust Parent Council with its responsibilities as outlined in this Mandate, and further agree to support its decisions and recommendations.