

Oakhaven Montessori School Family Responsibilities

Please Initial

Date _____

- ___1. Know the contents of the handbook and follow the policies and procedures.
- ___2. Daily review of the Group Notes, info on the sign in counter plus Oakhaven emails: weekly plan, and health & misc. notices.
- ___3. Attend one Back to school Night: one parent/caretaker per family.
- ___4. Parents of Transitional Kindergarten (4 by 9/1) & Kindergarten (5 by 9/1) children attend a TK/K orientation.
- ___5. One Five week Fee course in Mindful Parenting or Personal Growth.
- ___6. Family of the month: Sign up for one topic per child enrolled:
 - ___ Bring 6 - 12 factual books on the subject.
 - ___ Provide seasonal, relevant items & help decorate the classroom.
 - ___ Do a presentation on your topic with a follow up activity.Or ___ organize a relevant field trip including coordinating drivers.
- ___7. Parent Participation Volunteer Hours: Ten Hours (per enrolled child) helping in the classroom, office, or grounds. Plan on 5 hours in the fall, 5 in the spring. Keep track in the parent hours log.
- ___8. Three afternoons of pool duty during the swim season. Any uncompleted hours are added to your parent hours. Keep track in the parent hours log.
- ___9. Unfulfilled parent or pool hours will be billed at \$10 p/h at the school year end to pay others to do it.
- ___10. **Want to help, too busy and have cash? Buy out program: help us pay someone else to do it: \$200 minimum. More gratefully accepted:-)**
- ___11. Remember your snack day. If you forget, send in snacks for the snack bin.
- ___12. Classroom Observations: minimum of one hour per parent for each enrolled child. Do half an hour before the fall conference and the other half before the spring conference. Note observations in the parent hour log.
- ___13. Attend parent-teacher conferences: one each in fall, winter & spring.

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___14. Bring and pick up your child on time. Arrival by 9:00 am is paramount for setting the tone for the day.

___15. Promptly fulfill your financial obligation to the school.

___16. Promote the school in the community.