

Rudolf Steiner School of Ann Arbor Parent Council Charter

Parents helping to grow and support the RSSAA Community

Mission:

The RSSAA Parent Council works with faculty, families, administration, and the Board of Trustees to help grow a thriving, welcoming, cohesive community guided by the principals of Waldorf education. The Parent Council welcomes all contributions from all families. From working families to stay at home parents, everyone has different amounts of time and resources. All contributions are appreciated and welcome.

Goals:

- Provide a space for families to socialize and voice concerns, questions, suggestions, and ideas
- Provide support to Faculty and Staff including but not limited to:
 - Sunshine Committee providing monthly snacks and pick-me-ups to faculty and staff
 - Faculty and Staff Appreciation Lunch
- Host community engagement events including but not limited to:
 - Fall Bingo Night
 - Spring Beautification and Potluck Day
 - Coffee hours co-hosted with school coordinators
- Provide volunteer opportunities to all members of the community, regardless of the amount of time one has to offer.
- Support and help facilitate Winter Festival
- Communicate important school wide news, announcements, and events

Parent Council Structure

- **Families**

All families are automatically members of Parent Council and are welcome and encouraged to:

- Attend Parent Council meetings
- Participate in volunteer opportunities
- Serve as a Parent Council Executive, be a Parent Representative, and/or lead a committee or activity

- **Parent Council Executive Group**

The planning and organizing for Parent Council is done through an Executive Group that meets prior to monthly meetings. The ideal executive group would include:

- **Co-Chairs**

Ideally serving two-year terms, with each replaced in an alternate year, ensuring that each year, one person is experienced. Candidates voted on by the Parent Council. Co-Chairs duties:

- Facilitate meetings
- Work with groups to build trust, create clear, transparent and open communication, help to establish common ground, strong relationships, and consensus when decisions need to be made.
- Meet with coordinators and school administrator to set Parent Council goals at the beginning of each school year as well as identify needs throughout the school year.
- Lead Executive Committee and Parent Council to execute Parent Council goals
- Attend monthly board meetings

- **Scribe:**

- Take meeting notes, type, and share with executive group
- Term lasts from September-June, renewable

- **Executive Group Members**

Four to six members, terms lasting from September-June, renewable. Executive Group Duties:

- Ensure key goals of Parent Council are met.
- Organize and execute decisions made in PC meetings
- Act as a liaison between families and the school, raising concerns, and sharing questions, suggestions, and ideas.
- Attend monthly Parent Council and Executive Group meetings

- Help plan, host, and attend monthly Parent Council and Executive meetings
- Create signups and head committees
- Ensure volunteer opportunities are provided to all families regardless of whether they are able to attend Parent Council meetings
- Work toward ensuring all Parent Council positions are filled
- **Parents Council Class Representative**

One or more family members from each class, terms lasting from September-June, renewable. Class Rep duties:

 - Work with class teacher and Parent Council to communicate information about events, community engagement activities, and volunteer opportunities
 - Be a liaison between the class teacher and class families and the Parent Council
- **Lower School Coordinator**

Meetings

- The purpose of Parent Council meetings is to:
 - Support and execute Parent Council Goals
 - Share, update, and work out details for upcoming events.
 - Provide a space for families to socialize and voice concerns, questions, suggestions, and ideas.
- Meetings will be held on the first Saturday morning of the month at 9:30 in the middle school building. Zoom access will be provided to meetings upon request.

Communication

Parent Council will send a monthly newsletter (and other messages if needed) to the whole school community covering the following:

- Previous meeting notes
- Volunteer opportunities
- Upcoming events

- Any other news that is appropriate for Parent Council to share