



the Parents Press



Duke Memorial Weekday School

September 2011



Mark
Your
Calendar

First Day of School

(short schedule week)
September 6th

First Full Day of School

(except 2's)
September 12th

2's First Full Day of School

September 19th

Lunch Bunch

Begins September 20th

Teacher Work Days

October 20th & 21st

Parent Council Meetings

(held in Whitford Hall)

September 14th, @ 9.20am

October 5th, @ 9.20am

November 2nd, @ 9.20am

December 7th, @ 9.20am

January 4th, @ 9.20am

February 1st, @ 9.20am

March 7th, @ 9.20am

April 4th, @ 9.20am

May 2nd, @ 9.20am

Book Fair

October 10th - 16th

Fall Gathering

October 16th



From the Desk of...

*Susan
Grubbs*

Dear Parents,

Welcome to Duke Memorial Weekday School! We are happy to have your family join us! It is an exciting time around the school. Everyone is ready to start the 61st year of DMWS. It promises to be a great year for all of us!

The safety of our students is a top priority at DMWS. Please respect our CELL FREE ZONE carpool line! This includes the parking lot!!!! If you are walking up to get your child please always have the yellow card with you. We will place your child's hand in your hand. **PLEASE** hold your child's hand until they are safely in the car. Our parking lot can be very busy and we want to be very proactive on the safety effort. One accident is one too many. If you have someone other than the usual person picking up your child, please let the teacher know by sending in a note in their folder. If this arrangement is made after your child is already in school please call the office at 688-5130 to let us know. Our carpool line is very efficient and will run quickly if we all work together!

I look forward to meeting and working together with you through-out the year. Please feel free to contact me with any questions and or suggestions.

Susan Grubbs
DMWS Director



504 W. Chapel Hill St.
Durham, NC 27707
919-688-5130



A Warm Welcome From the Parents' Council!

The Parents' Council is excited to welcome you to what is sure to be another fabulous year! A lot of planning goes into all the fun events that we have throughout the year so we have been hard at work for months. We are very fortunate to have so many amazing and talented parents heading committees, but we are still in need of a few more. If you would like to get involved and are not sure how to get started please feel free to contact me at kellyandrew77@gmail.com or 919-479-6766. I am more than willing to find a spot that interests you and fits with your schedule. You can also take a look at the list of open positions and see if there is a spot that you would like to fill.

Some of the Parents' Council events start right away. During Orientation please visit our Spirit Sales table for lots of great items that will allow your little one to show Duke Memorial pride.

Other great events are being planned as we speak so please mark these dates on your calendar. Our annual Fall Gathering is set for Sunday, October 16th. This is an event that kids and adults alike look forward to every year. It is an evening of good food, good friends and entertainment. I hope to see you all there! Our Scholastic Book Fair is scheduled for October 10th through the 16th. This annual tradition gives parents a chance to get a jump on holiday shopping while helping support the school at the same time. Watch for much more information to come about these and other exciting events throughout the year.

We hope to get to know many more of you this year. Our meetings are the first Wednesday of every month at 9:20am in the Whitford Hall so please join us. Children are always welcome! Whether volunteering your time or attending school functions, we appreciate your help in making Parents' Council a success!

Your Parents' Council Officers:

Kelly Andrew
Jenny Mathena
Kimberly Layton
Gretchen Mauney

President
Vice President
Secretary
Treasurer

kellyandrew77@gmail.com
jmathena@gmail.com
kimberlyegunter@yahoo.com
joeandgretchen@yahoo.com

The Duke Memorial Weekday School Staff 2011 - 2012



Susan Grubbs, Director
Judy Elliot-Moore, Admin.



Suzanna Lambert and Julie Allen
2 day 2's



Leslie Alkins and Michelle Fox
2 day 2's



Kathy Powell and Lyleen Collins
2 day 2's and 3 day 3's



Teri Lowder and Leslie Alkins
3 day 2's



Shay Charles and Chesley Sneed
3 day 3's

The Duke Memorial Weekday School Staff 2011 - 2012



Cristen Chappell and Shelley Turkington
4 day 3's



Sharon Noga and Peggy Britt
5 day 3's



Leslie Allman and Holly Speight
4 day 4's



Wendy White-Henson and Lou Bray
5 day 4's



Pam Wheeler and Pat Bartlett
5 day 4's



Connie Eva and Dawn Perkins
Kindergarten



DMWS Parents' Council



What is the Parents' Council?

The Parents' Council is an organization of parents that supports Duke Memorial Weekday School. The council's primary functions are promoting family involvement in the school and performing fundraising efforts to support school projects, special programs, and tuition assistance. In addition to our council officers, each DMWS classroom has two parent representatives. (Sign-up sheets for interested parents are in each classroom during the first few days of school.) These representatives are expected to attend Parents' Council meetings, which are held on the first Wednesday of the month in Whitford Hall at 9:20am. Meetings are open to all DMWS families and involve discussion of upcoming fundraising events and projects, school needs, and a general sharing of ideas. Children are always welcome. In addition to parents, Susan Grubbs, our preschool Director, attends each meeting. Participation in the Parents' Council is a great opportunity to learn about school events.

What does Parents' Council do?

The Parents' Council organizes various family events throughout the year, provides a brunch for the staff during Teacher Appreciation Week and a luncheon in December, publishes the Parents' Press school newsletter, and works diligently to raise funds for the school. Monies raised by the council are used to support tuition assistance, purchase equipment and supplies for the school, and pay for classroom enhancements requested by the teachers. The council's major fundraiser is the annual carnival and silent auction held in early spring. Other fundraising efforts include Fall Gathering, sales of our tote bags and other DMWS "spirit wear", and dining-out nights. Be on the lookout for more information on our dining-out fundraisers in the Parents' Press.

How do I get involved?

There are many opportunities to get involved! The following are brief descriptions of volunteer roles.

❖ **Parents' Council Classroom Representative**

Two parents from each classroom share the responsibilities of attending Parents' Council meetings, serving as the liaison between Parents' Council and the other parents from their class, and submitting any classroom news for the Parents' Press newsletter. They may also assist teachers in coordinating field trips or special class projects.

❖ **Carnival Representative**

At least two parents from each classroom should serve on the carnival planning committee. In addition to working with the committee on the development of the carnival, this parent serves as a liaison between the committee and the other parents from their class.

❖ **Silent Auction Representative**

At least one parent from each classroom should coordinate a classroom project to be auctioned during the silent auction. Typically, these projects involve children's hand or fingerprints or artwork in some way. Examples from recent years include quilts, toy chests, student sized desks and chairs, and artwork that can be hung on the wall. The creative possibilities are endless, and classroom parents and teachers can be helpful in deciding on the perfect project for their class.

Committee Volunteers

You can also volunteer to serve on any of the following committees that plan, organize, and run Parents' Council events.

- ❖ **Tees, Totes and Spirit Wear** - Chaired by Puttachart Kelly. Volunteers sell/collect orders and deliver DMWS spirit wear items.
- ❖ **Book Fair (October and May)** - Chaired by Tiffanie Hoover and Lauren Kruse. Volunteers staff the book fair and assist with set-up, sales, and breakdown.
- ❖ **Fall Gathering and Raffle (October 16th)** - Fall Gathering chaired by Jenny Mathena. **We currently need a Fall Gathering co-chair.** Please contact Kelly Andrew if you are interested. **We currently need a Raffle chair.** Please contact Kelly Andrew if you are interested. Volunteers help set up, run the kitchen, sell tickets, and clean up.
- ❖ **Carnival (early spring 2012)** - Chaired by Marianne Hark and Harriett Putman. Volunteers help set up, staff the ticket tables and classroom booths, run the kitchen, coordinate food drop-off, and clean up.
- ❖ **Silent Auction (at the carnival)** - Chaired by Kelly Andrew & Andy Ritchey. Volunteers help solicit items to be auctioned, pick up donated items, set up the auction display, and clean up.
- ❖ **Parents Press** - Chaired by Laura Lloyd. Volunteers coordinate with the Parents' Council officers and the school director to compile our monthly newsletter.
- ❖ **Parent's Night Out Committee** - **We currently need a Parent's Night Out chair.** Please contact Kelly Andrew if you are interested. Volunteers will coordinate an evening in the fall and winter to provide "kissitting" at DMWS so parents can have a night out.
- ❖ **Hospitality Committee (various events)** - Chaired by Puttachart Kelly. **We currently need a Hospitality co-chair.** Please contact Kelly Andrew if you are interested. Members manage events such as the parent coffees, teachers' luncheon in December, and appreciation brunch in the spring.

Look for volunteer opportunities throughout the year in the Parents' Press, class e-mails, and flyers in tote bags. If you have questions about a committee or getting involved with organizing, please contact the committee chair or Parents' Council President Kelly Andrew (kellyandrew77@gmail.com) or 919-479-6766.



Duke Memorial Weekday School Board of Directors

What is the DMWS Board of Directors?

The Duke Memorial Weekday School Board of Directors works each year with the director and the church to manage the operations of the Weekday School. The Board is responsible for decisions relating to bylaws and policies, and for facility maintenance. The Board also sets the yearly operating budget, reviews and approves requests for tuition assistance, and reviews the performance of the director. The Board hosts orientation for parents in the fall and a luncheon for teachers and staff in the spring. The Board is made up of parents and church members, including representatives from the Church Council and the ministerial staff. Each member serves a two-year term with an option to serve up to two additional years. New members are nominated by the current Board and are elected each May. Meetings are the third Wednesday of the month at 9:15am in the Katie Johnson classroom, one floor above the Weekday School. Please don't hesitate to contact any member with questions, or if you have an interest in serving.

2011 – 2012 Board Members

Chair :	Jane Hardin	Members :	Michelle Old	Kim Bowers
Vice Chair :	Tiffanie Hoover		Harriet Putman	Chris Kukla
Treasurer :	Susan Fitzgerald		Joseph Crayton	Stephanie Wilson
Secretary :	Julie Allen		Jeff Wilcox	Kelly Andrew
			Kathy Fortner	Lisa Kukla



Other Fundraising Opportunities at Duke Memorial Weekday School

Keep an eye out for more information about raising money for DMWS. We participate in programs such as Box Tops for Education and using your Harris Teeter VIC Card to raise funds.



Lindy Mathis, DMWS Fitness

Get Published

The Parents' Press is published throughout the school year by DMWS Parents' Council. Please send submissions to Laura Lloyd at drago.draco519@gmail.com. The submission deadline for the October Newsletter is **Monday, September 19th**.

