

Headwater Hills School
Minutes of Education Committee Meeting

Date: Monday, February 25, 2013
Meeting called to order: 4:00 pm.
Members Present: Nancy Ernst Richards (Chair), Fran Alexander, Linda Clark, Laura Geiger, Liz Glenday, Tara Hunkin, Elizabeth Pereira, Reed Sumida (ISPG)

It was motioned by Nancy, voted on and carried that Linda will take minutes at each meeting and will forward to the Chair as soon as possible.

Discussion: How big do we want our Committee to be? How many of the faculty do we want involved? We talked about protocol and how we conduct meetings. It was agreed we would raise our hand to speak. The meaning of an Education Committee is to support the educational experiences of the students.

Liz motioned that there should be a parental representative from each level. Vote: unanimous, motion carried. Liz volunteered to be the parent representative for the Middle School.

Discussion: How long do we want members to serve on the Committee? What length is the term? What will be the length of our meetings? It was motioned by Linda that the length of term is August-June of each year and that members may serve on the Committee for at least one year. Due to the fact we are already in February, the length of the inaugural term will be February 2013-June 2014 (16 months). Vote: Unanimous, motion carried.

It was motioned by Reed that our meetings should be once a month, on the 4th Monday, from 4:00-5:00pm. He advised that there will be times when the meeting will go longer when we are hearing reports back from sub-committees. Reed also advised that we must not have all members of the Education Committee leave at the end of the first term. There should be an overlap of incoming and outgoing members. Vote: unanimous, motioned carried.

Discussion: The attendance expectations for the Education Committee. It was motioned by Reed that every attempt should be made to attend each meeting; however, life happens. It was agreed that two unexcused absences for the term would be acceptable. Vote: unanimous, motion carried.

Discussion: What about sub-committees? It was motioned that instead of all of us exploring different topics, we would have sub-committees do the research and report back to the group. Members of a sub-committee could include grandparents or former parents. When a sub-committee has been formed it is the duty of the sub-Chair to report back to the Education Committee. Unless there is approval from the Education Committee, there can be no sub-committee. The Chair of the Education Committee needs to be aware of all committees and to approve them. Any external non-parent who wants to join a committee needs the Chair's approval. Vote: unanimous, motion carried.

Discussion: What topics would you like to see discussed about promoting the School. We want to consider building community in our School and social events for the School. Laura indicated she would like to have pot-lucks once a month. It was motioned that Laura will be the sub-committee Chair for Social and Events planning for the School. This committee would meet once a month. Vote: unanimous, motioned carried. Laura will report back to the Education Committee on March 25. Laura also asked if childcare could be made available for her committee meeting. The Chair of the Education Committee will advise.

Discussion: Extra-curricular and co-curricular activities. Would we like to see them here? Tara advised that she would be interested in forming clubs to be held after school and, possibly, during school. It was motioned that Tara will be the Chair of this sub-committee and would report back to the Education Committee at the April meeting. Vote: unanimous, motion carried.

Discussion: U. N. Project. It was motioned by Tara that the elementary and middle school students participate in an extracurricular club that involved working on a United Nations project. It was motioned that Tara would research this and get back to the Education Committee sometime in the future. Vote: unanimous, motion carried.

Discussion: Uniforms at our School. It was motioned that Liz would be the sub-committee Chair for this group. Tara recommended Land's End clothing as they are much more economical and they wear well. Liz agreed to send out a letter of invitation to all parents to join the subcommittee. She will report back to the Education Committee on March 25. Vote: unanimous, motion carried.

Next meeting: Monday, March 25, 2013. Time: 4:00-5:30pm.

Meeting Adjourned: 5:45 pm.