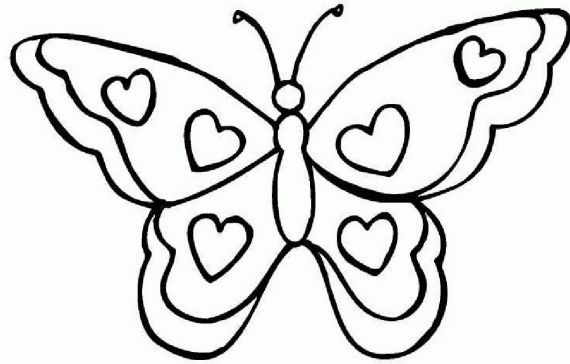


Mariposa Parent-Child Workshop



2015-2016
PARENT HANDBOOK

Web: www.aboutfamiliesinc.com

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INTRODUCTION

This handbook strives to assist parents in gaining a better understanding of Mariposa. However, many of the terms and activities will only become meaningful with time and experience.

Mariposa Parent-Child Workshop is a cooperative preschool and early childhood program serving families in the Coachella Valley. About Families Inc. a 501c3 is the founding and parent organization that provides the instructors and leadership, to guide Parent Education in the Cooperative Preschool lab setting and parent education evening class.

The children's program is a cooperative preschool, licensed by the State of California Community Care Licensing (currently under Bermuda Dunes Learning Center license - own license in process). Children may participate two or more mornings per week, under the supervision of two trained teachers. Under the guidance of caring parents, as well as trained professionals, children are encouraged to develop a positive self-concept and to actively construct an understanding of the objects and people in their environment.

Mariposa offers children a rich learning environment in well-equipped indoor and outdoor spaces. Books, music, drama, blocks, tricycles, climbing structures, swings, animals, paints, puzzles, sandbox, gardens and games are all part of the daily activities.

As children leave the love and security of their family circles, our friendly and welcoming school community awaits them. The Mariposa play environment supports children in learning to enjoy and learn from other children and relish in the many new experiences.

For parents, we provide the opportunity to gain insight into their own and other children's development. The evening classes are planned by the instructor and adult students to meet individual and collective needs. A flexible and evolving curriculum may include child development, early childhood curriculum, parent child relationships, and cultural and social factors, affecting families. The whole family benefits from the cooperative learning experience as a result of each parent seeing their child in the school setting and by exchanging ideas with other parents,

The class utilizes a variety of resources such as guest speakers, panels, group discussions, and videos, which provide a forum for exploring issues in child development and society. The lab experience helps parents and other adult students understand the process of human growth and development and the principles of early childhood education.

We welcome all families to share in creating an optimal atmosphere for parents and children to grow together. Saint Andrew Community Presbyterian Church provides our environment for the school.

The Parent-Child Workshop

A “Parent-Child Workshop” is conducted and operated by the parents under advisement of the parent education instructor. The school is a non-profit corporation and, as members, the parents are responsible for its management. The educational programs for the parent class and the preschool are under the supervision of a trained Parent Education Instructors, who are employed by About Families.

A Board of Directors is elected by the general membership. All members have the right to vote, hold office, and inspect the books and other records upon request. The Director’s parent records are exempt from open review and are kept confidential at all times. There is a complete set of by-laws that specify the membership and organizational procedures available for review. All members contribute to the various committees, sharing the work cooperatively. Such contributions include use of a variety of talents for both the children’s and the adult’s curriculum. The community shares work of focus groups, maintenance, fund raising activities, and social events.

Afternoon Program (possible future)

Mariposa Parent-Child Workshop offers an afternoon enrichment program for families in our school community. The afternoon program mirrors the educational philosophy and values of the Parent-Child Workshop. The program is limited to a group of fifteen children each day offering a smaller group dynamic than the morning program. Under the guidance of early childhood educators, the environment is set up for children to initiate and explore a variety of open-ended activities. Children have opportunities to foster friendships and develop social skills throughout their play.

WHAT YOU CAN EXPECT FROM ATTENDING A PARENT-PARTICIPATION SCHOOL

FOR YOUR CHILD:

- To begin to make a smooth transition from home to school
- To learn about sharing equipment and adult attention
- To build relationships with children and adults outside the family
- To develop experiences with dramatic play, movement and music
- To foster creativity in art, science, cooking, gardening, building and experiencing a variety of mediums and materials
- To activate an interest as well as caring for living things
- To develop skills in verbal expression
- To start taking responsibility for personal care
- To learn acceptable means of social give and take, including the expression of anger and conflict resolution and problem solving
- To build relationships with children and adults outside the family
- To expand understanding in the areas of symbolic knowledge, number, representation, classification and other skills needed for later school experiences
- To learn about cleaning up after playing and working
- To begin to consider the wants and feelings of others
- To develop competency, confidence and initiative in a child-centered, play-based environment
- To develop mastery of large and small motor skills through play activities.
- To associate with adults other than his/her own parents

FOR YOU AND YOUR FAMILY:

- To learn common characteristics of preschool age children
- To talk with other parents and trained persons about your child's growth
- To learn about early childhood education and how vital parents are to the entire school life of their children
- To expand parenting skills and to get support for any parenting or family problems as they arise
- To learn by observing teachers and other parents working with children
- To achieve some degree of objectivity concerning your child
- To observe your child in relation to children approximately the same age
- To take part in a cooperative venture, with opportunities to serve in leadership positions.
- To have some time alone for your own activities while your child is in school
- To learn more about family dynamics and develop effective communication skills
- To make friends in a nonsectarian group, varied as to education, economic, and ethnic character
- To become aware of community resources available to families
- To learn to advocate for children and families in the community
- To be a part of a community that is learning and working together for the benefit of all families.

Mariposa Parent Child Workshop Statement of Mission, Vision and Values

OUR MISSION

Mariposa Parent Child Workshop is a cooperative parent education and early childhood development program. We nurture children and families by learning and playing as a community.

OUR VISION

We envision children and adults collaborating to create a village of support, love and learning. As a sustainable model for the larger community and world around us.

OUR VALUES

WE BELIEVE IN FAMILY. WITH SUPPORT AND GUIDANCE BY PROFESSIONALS AND PEERS FAMILIES ARE STRONGER AND HEALTHIER.

WE BELIEVE IN CULTIVATING LEADERSHIP AND RELATIONSHIP SKILLS IN BOTH CHILDREN AND PARENTS THROUGH ACTIVE PARTICIPATION AND RESPECTFUL COMMUNICATION.

WE BELIEVE FAMILY IS THE KEY INFLUENCE IN A CHILD'S LIFE AND A STRONG COMMUNITY SUPPORTS A STRONG FAMILY.

WE BELIEVE IN INCLUSIVITY AND STRIVE TO HONOR ALL FAMILIES NO MATTER THEIR ETHNICITY, CULTURE, ECONOMIC STATUS, RELIGION, OR AFFILIATIONS

WE BELIEVE IN CHILD-CENTERED, PLAY BASED, EXPLORATORY LEARNING.

WE BELIEVE IN GOOD HEALTH FOR BODY MIND AND SPIRIT AND FOR OUR NATURAL WORLD. OUR PRACTICES ARE ENVIRONMENTALLY AND ECONOMICALLY SUSTAINABLE AND ENCOURAGE HEALTHY LIVING.

GOALS AND PHILOSOPHY

The Mariposa Parent-Child Workshop serves a wide membership, providing a laboratory for parent education and an optimal learning experience for young children.

We are guided by a policy that allows us to meet the individual needs of children and adults regarding age, ability, and social-emotional concerns. We are responsive to the differing skills and resources available amongst participants, which vary with circumstance and time.

It is not our aim to fill the child with rote learning; rather we strive to create an atmosphere where children may experiment and construct for themselves an understanding of their environment. Parents and staff are available for help, support, and response.

It is our belief that structured, formal learning, when forced too early, does not further a creative and flexible response to a rapidly changing world, nor does it provide a solid conceptual foundation for future academic experiences.

We believe that fostering a child's concern for the well being of others while supporting their own positive self-concept will result in the development of confident and caring adults.

We try to support families coping with difficult periods, such as illness, financial problems, death, and separation, and also to share in the joyful events of family life.

By taking an active part in this cooperative venture, participating families' make learning about their own and other children a rewarding process.

Collaborative Nature of Cooperative Education

The nature of a parent cooperative program requires that participants uphold the school's philosophy in an effort to provide a constructive learning environment for all. Parents are expected to work in a collaborative manner while honoring program goals, by-laws and procedures through positive spirit and action. Parents must respect the authority of and take direction from the staff during the operation of all programs. Parent Education students must agree to abide by the two-page document entitled, "Mariposa Admission Agreement"

Communication

We encourage open communication and transparency at all levels of our organization. The staff is open to hearing areas of concerns and suggestions for improvements. All are expected to share concerns directly with the person involved, children and adults.

Parent / Teacher Meetings

During the first month of enrollment each family will have the opportunity to meet with the staff to discuss their child. Parents are able to share information about their child to help insure a smooth and comfortable transition to the program.

Please feel free to have informal discussions with teachers regarding your child at any time. If you have particular concerns that need to be discussed at some length, please call Joanna (805-570-3725) to set up a conference time. Pick-up time is generally a more rushed time of day and it is hard to give parents undivided attention while providing adequate supervision of children.

In the event that your child comes home with a concern that was not mentioned to you about their day at school, please be sure to talk with a staff member to check in. We make every effort to ensure that your child's school experience is a positive one.

Mariposa Roster (in process...)

The Mariposa Roster is to be used for Mariposa business and event organization only, and not for personal or commercial purposes.

Facebook Group

We have a centralized form of communication on Facebook in the form of a "secret group". This is a private board for enrolled families only and where ALL Mariposa information is posted. The unofficial site is for non Mariposa business that might be of interest to those members who have opted to sign up for the unofficial site.

ENROLLMENT REQUIREMENTS

Children between the ages of 2 and 5 years attend school two to five days per week. School hours are 8:30 a.m. to 11:45 am, Monday through Friday. Our enrollment is up to 16 children on any given day.

Adult students participate in the program one morning a week and are required to be at school no later than 8:15 a.m. on their workday and to stay until 12:00 p.m. or later. On non-workdays parents may sign their child into school between 8:30 a.m. and 9:15 a.m. **Except for children staying with their work-day parents all children must be picked up and signed out from school by 11:45 a.m.**

Parents attend Parent Education classes on the first Monday evening of the month from 7:00 p.m. to 9:30 p.m.

The entire membership helps with all fundraising efforts including the Fall Family Festival scheduled for November every year. Fundraising revenue provides funds for new equipment, scholarships, and expenses not covered by tuition.

Outdoor and indoor environment days are periodically scheduled and required.

Admission to the school is granted without distinction to race, religion, culture, national origin, sex, differing abilities, age or marital status.

A non-refundable enrollment fee of \$100 is required per family at the time of application.

Admission Requirements

Prior to admission, children are required to have:

A physician's statement of health

A record of up-to-date immunizations for diphtheria, tetanus, whooping cough, polio, hepatitis B (required by state law)

A tuberculosis report (X-ray or intradermal test), repeated every four years

All adults participating in the program are also required to have a T.B. test.

Immunizations-

All immunizations must be up to date and kept up to date or your child will be excluded from school. If you choose not to immunize your child, your child's physician must sign a waiver stating this fact. This form is available at your doctor's office or at Mariposa

Allergies/Other Medical Concerns

It is the parent's obligation to inform the Director of any allergies or other medical concerns of their child so that the staff and Mariposa community will be aware of any special attention needed by your child. (Ex: asthma, diabetes, heart conditions, food allergies, etc.) In some circumstances, we may require a detailed physician's report stating their concerns for the child. If your child has a food allergy that prohibits your child from eating the foods that are on the snack menus, please confer with the director about this so that we can discuss solutions. Food allergies will be indicated on your child's nametag and posted on refrigerator door in kitchen.

Tuition

Program Tuition

Tuition is due in full on the last day of each month. No adjustments are made for illness, vacations or short school months. The monthly fee schedule for 2015-2016 school year is as follows:

\$ 82.00 per month for 2 days a week

\$146.00 per month for 3 days a week

\$212.00 per month for 5 days a week

Payment Procedure

Payments should be put in the Tuition envelope located in the file holder entering the main entrance door in the sign in area.

*Drop-in fees will be billed on your tuition statement the month following your child's drop-in attendance. There is a drop-in attendance log behind the a.m. and p.m. sign-in sheet. Please fill in your information on the sheet.

Late Payments /Late Fees

There is a five-day grace period for tuition payments. After the fifth of each month the bill will be considered delinquent and a \$15 fee will be charged to your account.

The program ends at 11:45 a.m. There is a \$1 late fee charged for each minute beyond the 11:45 pick-up time.

Financial Assistance

Please inquire with director if you are unable to make your tuition and have work exchange possibilities. As our fundraising program grows we hope to offer more of these opportunities.

Payment In Advance

When making a payment, you may pay for several months' tuition at a time.

Tag-Along

Siblings of a child currently enrolled in the school are called tag-along (tag). Tags must be at least 2 years old. Tags may attend with their parent on his/her workday. Tags must be enrolled with a completed enrollment packet prior to their younger child's participation, and will be charged the regular fee. Participating parents must make other plans for their infant children on workday mornings. Parents are encouraged to reach out to other parents for assistance with possible childcare trades.

Mariposa is only licensed for preschoolers. Younger children in a preschool setting can be very distracting for the school children at a different developmental stage.

Preschoolers are usually more focused, faster and not as aware of the pace of a younger child. For the safety of all children at Mariposa, particularly your infants and toddlers, please be brief when dropping off your child if you have younger children with you. You are also responsible for closely supervising your infant or toddler while at school. Mariposa strives to be a comfortable place for families and will continue to provide other opportunities where the whole family is invited to attend.

Guests

Prior approval is necessary for school age guests of members. An \$18.00 dollar fee applies to school-age guests of members. Special emergency attendance may be arranged with the directors.

Bringing Children To School

Parking and Car Safety Requirements

You may park in the church parking lot while you drop-off or pick-up your child or on your work-day. **Absolutely no parking is allowed in the spaces in front of church office.**

It is the law that all children are in approved car seat restraints or seat belts. Children should never be left unattended in a car. If you need assistance with pick up because you have a sleeping child in the car, you may call Joanna (805-570-3725) and ask an adult to escort your child out to you. You may also ask a parent or a staff member to wait with your other child at the car while you go in and pick up your preschooler.

Daily Schedule

Morning Schedule

- 8:15 Workday parents and children arrive
- 8:30 Children may be dropped off
- 8:30 Children chose from both indoor and outdoor activities
- 10:00 Transition to snack
- 10:15 Snack groups
- Indoor and outdoor play activities continue after snack
- Activities wind down and are cleaned up by 11:30
- 11:30 Circle time
- 11:45 Pick-up for drop off children
- Lunch for children of workdparents
- Workday Parents final cooperative clean up
- 12:00 Workday parents and children leave

Arrival

Each morning Maria or a staff member will check your child's health. Parents are urged to keep children at home with fresh colds or unfavorable health symptoms for 24 hours after fever, diarrhea or vomiting. Be aware that your child may have extended absences from school due to incubation periods for a communicable disease, for the sake of the child and to avoid exposing the group. The staff reserves the right to refuse entrance to any child they believe is not well enough to attend.

Signing Your Child In

Sign your child in on the sign-in sheet. Make a note on the comment section if anyone other than the parent will pick up your child. People authorized to pick up your child must be listed on your emergency authorization form and will be asked to show an identification the first couple of times until the staff get to know them.

Help your child and any other children you bring find their nametag, and store their belongings in their cubby. If your child wears diapers, keep a supply in their cubby.

Take your snack food to the kitchen. You may serve yourself coffee or tea to take with you but keep all cups out of reach of children and out of their play.

Check the bulletin board for announcements.

Helping Your Child Transition to Mariposa

Be prepared to stay with your newly enrolled child until you and the Director feel the child is ready to stay alone. This may take several days or even weeks of your unobtrusive presence. Each child is different. If you are relaxed about your child's manner of meeting new experiences at school, she/he will catch your attitude. The Director/staff available are available to help you as you assist your children with the transition to Mariposa.

Building trust with you and your child is our priority. The staff would like to be available to assist you and will be looking to you for a cue indicating you would like for us to intervene. Please don't hesitate to let us know when you would like some

Dismissal

Pick up for is at 11:45 in the morning. You must sign-out your child and other children you are taking home. Anyone picking up your child must be listed on your pick-up authorization form. If you are leaving early, please inform the Director.

Clothing

When dressing up your child keep in mind that a variety of activities are planned daily such as water play, sand play, painting, and art activities. Therefore it is not uncommon for your children to cool their clothes. The following are considerations to keep in mind when dressing your child are:

- Dress your child in clothing that will not require the child to be concerned about getting dirty
- Dress your child appropriately for the weather. Outdoor play is an important part of our program.
- Dress your child in comfortable clothes keeping in mind clothing that is easy to remove in the bathroom.
- Dress your child in comfortable closed toe shoes with socks. Mariposa requires all children to wear shoes during outdoor activities.
- Children should have a labeled extra change of clothes which should include a shirt, pants, underwear, and socks. Should be brought in a zip-lock to be left at school and help your child clean his or her cubby weekly.
- The "Lost and Found" basket is located near the sign-in area. Please claim clothing items weekly. Unclaimed items will be donated to the thrift shop after two weeks.

Personal Belongings

Mariposa encourages you to leave your child's personal belongings (toys, jewelry, and any interesting objects) at home. Mariposa will not be responsible for items brought from home because a lost or stolen treasure can upset a child and may interfere with your child's ability to enjoy the day. From time to time we will have a sharing day on which the staff will notify you of share days and acceptable items to bring for sharing. Of course children are not restricted from bringing a cuddly item to school during the first weeks of school which might help him/her feel comfortable and secure.

Discipline

Mariposa staff will use positive methods of discipline which encourages self control, self esteem, and cooperation among the children. Mariposa will use gentle guidance and redirection to an area of interest for the child is of utmost importance in our discipline methods. We encourage children to use their words to express their thoughts. We also strive to prevent problems before they arise by arranging the classroom and the program to meet developmental needs of the children. Staff will not use physical force or punishment of any kind. A child will not be deprived of meals, snacks, rest, or necessary toilet use as a type of discipline. Non-severe discipline or restraint may be used when reasonably necessary based on the child's development, to prevent a child from harming himself or herself, or to prevent a child from harming other persons. Staff members will not inflict any mental or emotional punishment for example humiliation, intimidation, shaming, or threatening on a child. Mariposa does not practice "time outs" as a discipline alternative.

Self Help Skills

Children are encouraged to be self sufficient throughout their day. This includes working on skills such as taking shoes off and putting them on, putting on clothes, covering coughs and sneezes and, of course, cleaning up after themselves. Cleanup includes taking care of their own snack plates and pitching in to put away activities that have been used during the day. We find that developing these skills leads to self-competence and an I CAN attitude.

Nutrition and Snack

We strive to provide healthy snacks and cooking projects for children. We are also very conscientious about food allergies and take precautions so that all children's nutritional needs are respected. We expect children will have breakfast before school. Our snack consists of **organic** fruits, vegetables, and some protein, such as cheese, beans or nuts. We avoid salt, sugar, crackers, chips, cookies, chocolate, including chocolate covered protein bars.

Snack Contribution

On your workday, please bring a modest amount of organic fruits or vegetables to share; for example, 2-4 apples, oranges, bananas, carrots, zucchini, or anything you love or have in your garden. The school purchases the protein to supplement the fruits and vegetables.

Health and Safety

Medication (procedure)

Children will be given prescription medication at school only if a parents fills out a written medication dispensing form. Please thoroughly fill out the form, sign and date. If the form is not properly filled out, the staff may not administer the medication. Medications must be in the original container, labeled with your child's name with the Medication name and dosage clearly marked. The staff will only administer the dosage that is typed on the prescription.

Written permission slips may also be required from your child's doctor. Children needing to use a nebulizer or other medical device must have written consent from his/her physician, as well as an additional written parental permission form allowing the center staff to administer medication. Medication will be stored in a locked cabinet. Medication cannot be left in backpacks or cubbies. It becomes the parent's responsibility to request the medication at pick-up time from the center staff. Non-prescription medications cannot be given without written consent from your child's physician.

Emergency Evacuation and Disaster Plans

All staff is First Aid and CPR certified. Emergency evacuation and disaster plans are posted in all of the classrooms. Fire and earthquake drills are held twice per year to familiarize the children with the evacuation plan. In the event of an emergency we have an emergency preparedness kit on site that will accommodate all of the children and adults. This kit contains emergency first aid supplies, nonperishable food, water, blankets, and diapers. We also have separate emergency packs that contain emergency information on all of the children attending the preschool.

In the event of a disaster we will care for the children on site. If we must evacuate the building, our meeting place is out our gate at the east side of the school on the large lawn. Please make sure that your child's paperwork is kept up to date. If you move or change jobs, it is your responsibility to inform the Director of these changes. This is very important especially in case of an emergency.

Incident Reports

If your child is injured at preschool, an incident report will be filled out by one of the staff members witnessing the injury. The report will be placed in your child's cubby and a copy will be put in your child's file. If the child's injury is serious in nature, but not an emergency, the staff will call the parent to come to the preschool to assess the situation. If the incident is an emergency the Mariposa staff will call 911 immediately, then call the parents. If the emergency personnel deem it necessary, your child will be

transported to JFK Hospital directly across the street. Please make sure that you or someone on your authorized pick up list is available in cases of emergency.

Workday Guidelines

Your workday is your participation session. The preschool is divided into distinct stations, each supervised by a workday parent. Your station assignment is posted on the parent board above the sink. Station assignments continue for 4 weeks. Each station has a Station Guide outlining the schedule and procedures. Don't hesitate to clarify with the Directors, and feel free to expand the duties of your station with fresh ideas as you gain insight and experience.

- Be at school by 8:15 a.m. so your area can be set up for children and supervised as they arrive.
- Sign your child in on the children's sign-in sheet, and sign yourself in on the workday sign-in sheet. Put on your nametag and assist your child with his/hers.
- Take your snack contribution to the kitchen.
- Proceed to your station and be prepared to help children in your area.
- The morning schedule allows children their choice of activity from 8:45 a.m. to 10:00 a.m. At 10:15 a.m., we divide into small groups of 4-6 children for snack, story and conversation until 10:45 a.m. There is more time for continuation of activities after snack. Circle time is at 11:30 a.m. Be responsible for clean-up duties assigned to your station both during the morning and at the end of the day. Do not neglect this due to haste.

Additional Tips For Your Workday

- Let one person at a time handle guidance of children, taking care not to interrupt or interfere.
- In any situation, defer to the child's parent if he/she is present. This reassures the child of parental support.
- Go to the adult or child with whom you wish to speak, rather than shouting across the playground or room. A low voice indoors at all times reduces confusion. The total volume of adult voices should be less than that of children's voices. Remember to get low for eye contact when talking with children.
- Do not talk about the children in their presence. Children manage to overhear adult conversation while at play and are forming significant ideas about themselves from what others say about them.
- It is essential that parents be aware at all times of the activities in their own and adjoining areas. Alertness on the part of parents determines the quality of the program and can usually prevent dangerous activities and accidents. If things seem quiet, take the time to observe and interact with individual children.
- While at school, please keep your focus on the children, rather than on adult conversation. A parent's workday presence is of great importance to the school's function. The safety of the children and the quality of the program depend on your

active involvement and careful supervision during your workday. Parents are encouraged to go to a park near by after school for a picnic and socializing.

Missing A Workday

- If, due to illness or unforeseen emergency, neither parent can come on your workday, it is your responsibility to find someone who can substitute for you. You may use the private Facebook group to query the membership for coverage. Once a substitute has been confirmed please text Joanna (805-570-3725)
- When you miss a workday, for any reason, you are required to make up your workday within two weeks. The only way to make up a workday is with another workday.
- You may bring your child at no additional cost on a make-up workday even if it is not their usual day for attendance.
- If you arrive after 8:30 a.m. on your workday, you must make up an entire workday. Prompt arrival at 8:15 a.m. is necessary for full supervision and safety.
- **If you do not make up your workday within two weeks time, you may not drop your child off until the missing workday is made up or arrangements have been made with Joanna.**
- If the missed day goes unresolved for more than four weeks, the family's name will go to the Board to be discussed for termination from the program. .

Leave of Absence

The Executive Director, Board of Directors, or a subcommittee of the Board of Directors may grant a leave of absence, to a participating adult for extended illness, pregnancy or hardship. A leave of absence request must be completed and given to the Director prior to the leave. During a leave of absence, financial obligations must be met, but adult participation, or a portion thereof, is waived. A member in compliance with this Section shall be in good standing.

Maternity Leave

A maternity leave is granted for **six weeks** from birth of your child.

Brief Station Description

Currently Mariposa has 4 stations. Requirements for each station are posted on the parent board above the sink. If there are not 4 parents participating on your day please work with other parents to make sure all requirements are completed.

Monday Night Parent Education Class

The monthly parent education course is required for membership. Ideas for meetings, both in terms of content and presentation, are actively solicited from the group.

The course covers child development, current theories of early education, growth and development of family life, and the interface of families and the larger society.

The intent is to develop a mutual frame of reference so that families can work well together for themselves and their children.

The class is also intended to value individual opinions and to nurture discussion on all issues. The format varies according to the needs of participants.

All participants come promptly at 7:00 p.m. and stay for the entire class. No more than one absence is permitted per quarter. **Absences must be made up within two weeks** by one of the following: working an extra morning in the school, attending another parenting class or workshop, attending a related community meeting or providing a written response to a DVD or book about child/family development. The Instructor must approve all make-ups in advance. Continuation of your child's enrollment is contingent upon completion of required participation hours.

Either parent may attend the Monday night class.

Fundraising

All parents contribute time and energy to fundraising. This pays for new equipment, scholarships, and expenses in excess of tuition income.

Community Solicitations

In hopes of not overwhelming our families, we ask that you not solicit their support with other schools' fundraising sales, Girl Scout cookie sales, or other community events such as auctions or marathons.

Special Events

Mariposa strives to be a family friendly program; therefore the whole family is usually invited to our events. Parent-only functions will be specified on the invitation. Keep in mind that we serve 20 families so supervision and attention to your children is of utmost importance. The excitement of the event may at times be too overwhelming for you or your child. We encourage you to take your child home when you feel it is in the best interest of your family and other guests.

A major focus of our efforts is on building a supportive community within our membership. Therefore, our annual events are limited to our current families and grandparents. On occasion representatives from BDLC and COD are also invited.

In Conclusion

On behalf of the staff and board of directors we welcome you to Mariposa. We also congratulate you for making a wise choice for your child and family. We look forward to working and learning together while creating a true community. For many families, the school community provides a support system and a social life as well. We hope that both you and your child will have a wonderful learning

experience, and trust that you will make new connections and develop lifelong friendships.