

Sligo Creek Cooperative

Terms of Membership

Parental Supervision

While at SCC, parents are responsible for their children at all times. Parents may transfer this responsibility to a Proxy Parent, who then assumes full responsibility for the child(ren) assigned them.

SCC is not responsible for unsupervised children.

When a parent transfers responsibility for their child(ren) to another parent, they must either:

a) fill out a Proxy Parent form

OR

b) use the Sign-in/Sign-out sheet to indicate the the name of the proxy parent and a contact phone number.

Adult members are responsible for ensuring that kids clean up after themselves while at Tifereth Israel, outside at Shepherd Park, or Rock Creek Park.

Lunch & Food

Food consumed at SCC may not contain meat, with the exception of fish with fins (e.g., tuna). No shellfish is permitted.

No peanuts or chewing gum are permitted at SCC.

Parents are responsible for cleaning up after their children after lunch and at the end of the day.

Members are not permitted to use the refrigerators at TI. (Exceptions may be made by the Facilities Coordinator on a case-by-case basis.)

Please do not bring food to share (e.g., birthday cakes) unless you have cleared it with the Facilities Coordinator.

Parental Participation

Member parents are expected to teach or co-teach at least one class per semester. For a waiver, please contact the SCC Board of Directors.

Member parents are required to take a minimum of 5 volunteer shifts per semester. For a waiver, please contact the SCC Board of Directors.

Members may choose from among the available shifts, of which there are 5 different types:

1. Morning Set-up (9:00-9:30am) Duties include: arranging chairs and tables, setting-up information boards, posting signs and other set-up tasks as needed.□□
2. End of Day Clean-up (3:30-4:00pm) Duties include: emptying trash cans, wiping down tables, moving chairs and tables, vacuuming and other clean-up tasks as needed.□□
3. Door Monitor: 1.25 hr. Shifts start at 9:00am. Duties include: staffing the front door, monitoring the front hall, and other administrative/management duties as needed.
4. Hall Monitor: A one-hour shift (12:00-1:00) during lunch. Duties include: monitoring the upstairs hallway and ensuring classrooms are being used appropriately.
5. Crew Chief: (9:00-9:30 OR 3:30-4:00). Duties included: Ensuring that set-up/clean-up is completed, assisting with set-up/clean-up as needed.

General Conduct□□

All SCC members, regardless of age, are expected to conduct themselves with behavior appropriate to an educational setting. Appropriate behavior is expected in all common areas (Cherner, hallways, restrooms, etc.) and classrooms.□□

SCC has a zero tolerance policy towards bullying of any type. Members who are disruptive or engage in bullying will be asked to leave the class or SCC.

A member asked to leave a class or the program due to inappropriate behavior will not receive a refund.□

At all times, SCC members are expected to confine themselves to the 2nd floor classrooms, Cherner Auditorium and any other areas designated by the Board of Directors.

SCC members are expected to treat the premises with care and respect.

Members will be responsible for any property damage caused by their children.

Everyone is expected to behave respectfully toward other co-op members and Tifereth staff during the co-op day.

- ∞ Please walk; don't run in the halls or on the stairs.
- ∞ Boisterous behavior is fine outside, but be considerate of others indoors. No play fighting, wrestling, grabbing or pushing.
- ∞ Use indoor voices.
- ∞ Respect people's physical space. Please keep your hands and feet to yourself.

Respect the space.

- ∞ Don't draw on or mar tables, walls or other surfaces.
- ∞ Clean up after yourself and others. If you see something that needs tidying or cleaning, please pitch in.

Conflicts among SCC students should be addressed by the parents of the children involved. If any of the involved parties would like assistance resolving such conflicts, they may request assistance from the SCC Board. The SCC Board will address such conflicts on a case by case basis.

Classroom & Common Area Conduct

Students are expected to remain in their assigned classroom from the time the class period begins until it is over.

If they choose to leave the class or are unable to remain in the room, they are to return immediately to their parent or guardian. (This excludes bathroom breaks.)

If a student is disruptive during class, the teacher should respectfully request a change in behavior. If disruptive behavior continues, the student will be returned to the parent or guardian.

If disruptive behavior is on-going, the teacher should discuss it with the parent. Either party may invite the SCC Board to assist in resolving the situation at a any time.

During class, speak quietly in hallways. Please don't disturb classes.

Only dry-erase markers may be used on classroom white-boards.

Miscellaneous

No candles, matches or lighters are permitted anywhere on the premises or at the park during co-op hours without explicit permission from the Facilities Committee.

The elevators may only be used by:

- ∞ Families with large loads to carry
- ∞ Disabled members
- ∞ Adults with health issues that preclude stair climbing

Children may not use the elevator without an adult.

Payment

The membership fee of \$100/per semester per family is due at the time of membership registration.

Class fees of \$25/per class are due at the time of class registration. □□

Payment methods accepted for membership and class fees include cash, personal check, and online payment by PayPal. PayPal online payments can be made regardless of whether or not the user has an established account. The user may check out as a guest using a credit card. A user with an established PayPal account can use a credit card, PayPal balance, bank account, or Bill Me Later deferred payment program.

A \$35.00 fee will be assessed for any check returned by the bank for insufficient funds (i.e., “bounced check”).

Materials fees are due the first day of class and payable directly to the teacher.

Should your child leave the class within the first two weeks, a refund or partial refund may be possible, at the teacher’s discretion.□□

If Membership and/or Class fees create an undue burden, notify the Board of Directors. Scholarship funds may be available. □□

Refunds

Membership and class fees are refundable through the 2nd week of class. Full or partial refunds for materials fees may be available until the 2nd week of class, at the sole discretion of the teacher(s).

Special Needs

SCC classes are not designed to serve students with special emotional, social, psychological, or physical needs, although some accommodations may be possible. TI is wheelchair accessible.

□□

General

□□The Board of Directors relies heavily on membership for the running, organization and management of SCC, and membership shares in decision-making on many issues.

The Board of Directors reserves the right to make final decisions in all matters.□□

These terms and conditions are subject to revision by the Board of Directors.

**Sligo Creek Cooperative
Acknowledgment of Policies and Procedures**

Please sign and submit (*this page only*) to SCC by Tuesday, 9/6/16.

I, _____, have read and understood the Sligo Creek Cooperative Terms of Membership and have reviewed them with my children. We agree to abide by them.

Signature of parent

Date