



# *Back to School Night*

Welcome to the 2023 - 2024 School Year!

Monday, August 28, 2023  
5:30 pm



# Introductions

## 2023-2024 School Leadership Council

Ashley Long, Chair, Board of Trustees

Andrew Ross, Director of Administration

Letitia Amey, College Chair

Brionna Nomi, Parents Association  
Moderator







# Board of Trustees

Ashley Long, Chair

Marianne Kelliher, Vice Chair

Brooke Anderson, Treasurer

Kadie Parsley, Secretary

Leah Meekins-Ballance, Trustee

Heather Simon, Trustee

Melissa Smallfield, Trustee

Ron Volpicella, Trustee

## Ex Officio Members:

Andrew Ross, Director of Administration

Letitia Amey, College Chair

Brionna Nomi, Parents Association

Moderator

# RWS Faculty

## Early Childhood Faculty:

**Megan Chase**, Acorn Lead Teacher

**Hannah Toler**, Acorn Asst

**Sue Edwards**, Willow Lead Teacher

**Thea Pollard**, Willow Asst

**Kara Harris**, Dogwood Lead Teacher

**Emily Whetzel**, Dogwood Asst

**Maddie Kolenich**, Oak Lead Teacher

**Jackson Prescott**, Oak Asst

**Deborah Boes**, Magnolia Lead Teacher

**Lucy Kilpatrick**, Magnolia Asst

## Grades Faculty:

**Susannah Meyer**, 1st Grade Teacher

**Bethany Craig**, 2nd Grade Teacher

**Ashley Volpicella**, Lower Grades Asst

**Letitia Amey**, 3rd Grade Teacher

**Dawn Pollard**, 4th Grade Teacher

**Katie Bullington**, 5th Grade Teacher

**Rachel Davis**, 6th Grade Teacher

**Sarah Hayward**, 7th Grade Teacher

**Sara Andrassy**, 8th Grade Teacher

**Glenn Amey**, Biking Teacher

**Margaret Ayre**, Music and Strings Teacher

**Spencer Conroy**, Violin/Viola Teacher

**Irina Baranova**, Russian Teacher

**Cathryn Bump**, Handwork Teacher

**Reid Beverly**, Woodworking Teacher



## Staff:

**Noelle McKown**, Educational Support Specialist

**Deborah Prescott**, Faculty Administrative Assistant

**Marie Fitzgerald**, Aftercare Lead

**Olivia Town**, Aftercare Asst

**Hannah Toler**, Aftercare Asst

**Jackson Prescott**, Aftercare Asst

**Jean-Remi Verella**, Soccer Coach & World Language Long-Term Substitute

# Administrative Staff

**Andrew Ross**, Director of Administration

**LaToya Good**, Administrative Coordinator

**Valerie Hogan**, Enrollment & Marketing Administrator

**Alexandra Porr Mazères**, Marketing & Advancement Specialist

**Reid Beverly**, Facilities Coordinator

**Mary Williard**, Business Office Manager

**Balla Koroma**, Staff Accountant





# Parents Association (PA)

- **Introductions & Purpose**
- **Monthly PA Meetings - All are Welcome! 2nd Tuesday of the month**
  - 1st PA meeting is Tuesday, Sept 12 from 5:30 - 7 pm in the 1st grade classroom
- **Monthly Coffee Socials - All are Welcome!**
  - 1st Coffee Social on Fri, Sept 15 from 8 - 9 am in the front lobby and gym!
- **Seeking TWO Class Reps per class**, responsibilities include:  
Fostering community building within their class, attending monthly PA meetings, gathering volunteers for RWS & PA events, & acting as the liaison between class parents and the PA.





# Parents Association

## 23-24 Class Responsibilities

3-Day Early Childhood: Community Weather Gear Swap (w/ BTS Picnic)

5-Day Early Childhood: Community Weather Gear Swap (w/ BTS Picnic)

1st Grade: Martinmas Coat Drive (November)

2nd Grade: Michaelmas Festival support (September)

3rd Grade: Lantern Walk support (November 10)

4th Grade: Games Night (February)

5th Grade: Book Fair (December)

6th Grade: Community service project

7th Grade: Commencement Support

8th Grade: Rose Ceremony support (August)

*All families are asked to register for a 1-hour shift at our two largest events, Holiday Faire on Sat, Dec 2 and May Faire on Sat, May 4, 2024.*





# Building and Safety Updates

- AED Machine installed in lobby
- New mural courtesy of Noelle Mckown
- New 6th grade classroom created
- Teacher Workroom is shared space with Development office
- Additional walkie talkies to support on campus communication
- On staff Facilities Coordinator, Reid Beverly





# Student Health, COVID, Medication

**STUDENT HEALTH:** If your child is not well enough to fully participate in the school day, please keep them home. Please note that children must stay home if they have a fever and must be fever free for 24 hours *WITHOUT* fever reducing medication before returning to school. If a child becomes ill while at school, a parent will be called to to pick up.

**COVID:** Per CDC and VDH Guidance, COVID vaccination is encouraged but not required for students and employees as a measure of a protection. During times of HIGH community level per CDC guidelines, masks are optional but strongly recommended. Please contact LaToya Good in the front office and your child's teacher as soon as possible if your child tests positive. Positive individuals must isolate and remain out of school for 5 days. OK to return on day 6 as long as fever free. Please mask indoors on days 6-10.

**MEDICATION:** If your child needs to receive prescription or over the counter medication while at school due to allergies or other health concerns, please inform LaToya Good in the front office so that the proper medication consent forms can be completed. Do not send medication in your child's lunchbox or backpack. This includes over the counter pain relievers and supplements.





# Absences and Tardies

*Our school program is created to promote a rhythm that allows learning to unfold in a balanced way. Regular, timely attendance allows students to fully experience the curriculum.*

**ABSENCES:** If your child will be absent, please inform the school as soon as possible. Leave a message on the attendance line by dialing 804-377-8024 and selecting option 1 or by sending an email to LaToya Good at [lgood@richmondwaldorf.com](mailto:lgood@richmondwaldorf.com). Consistent attendance supports healthy rhythms and supports the educational journey for children. See the Family Handbook for more information.

**TARDIES:** Any student arriving after 8:15 a.m. must be signed in by an authorized caregiver at the Main Entrance. If a student will be absent or tardy beyond 8:30 a.m. the parent or guardian should call the school office by 8:15 a.m. The Attendance Line can be reached by dialing the main number, 804-377-8024 and dialing option 1.





# BigSIS & TADS

BigSIS is a web-based Student Information System that organizes and manages school data. It holds:

- Back to School Forms
- Aftercare Registration and Payment
- Donations / Pledges
- Contact Information / Parent Directory
- End of Year Reports and quarterly and semester reports for Grades 7 & 8

**TADS is the platform for admissions, re-enrollment, and tuition.**

Any questions about your TADS account can be directed to Valerie (vhogan@richmondwaldorf.com) or

Mary (mwilliard@richmondwaldorf.com), or call TADS directly.





# Stay Connected!

## All School Communication Channels

**The Messenger** – The #1 way to stay connected! Each Wednesday afternoon, this important newsletter will be in your inbox from [admin@richmondwaldorf.com](mailto:admin@richmondwaldorf.com).

**The Online Calendar** – Our school calendar lives within the RWS website.

Click on 'subscribe to calendar' to add all events directly to your personal online calendar!

**Constant Contact Email** – Constant Contact is the service we use to send out all-school email communications. Be sure to add [admin@richmondwaldorf.com](mailto:admin@richmondwaldorf.com) to your contact list to ensure it is delivered and not in your spam/promotions folders.

**Text Notifications** – We use Remind for important, immediate updates via text message. This includes weather and other emergency related updates.

Opt into EC Messages: <https://www.remind.com/join/rwsec23-24>

Opt into Grades Messages: <https://www.remind.com/join/rws23-24>

**Community Facebook Group** – [Join us in our private Facebook group](#) for pictures of the school day, access to any live streams, and community connection.

**Parents Corner** – Visit [www.richmondwaldorfschool.com/parents](http://www.richmondwaldorfschool.com/parents) for quick access to the Family Handbook, Back to School Guides, PA meeting minutes, volunteer opportunities, and more.





# Classroom and Aftercare Communication Channels



## Class/Lead Teachers

- Email newsletters / photo albums
- Each teacher will communicate to their class the best way to get in touch. Some prefer emails, others will text, and others prefer to meet in person.
- Please do not use the drop-off and pickup times to relay important information to your child's teachers.

**Specialists:** Specialty teachers attend Class Meetings, facilitate Parent Teacher conferences, and are always available for parent/student questions. You may hear updates from Specialty teachers through your Class Teacher, but please do not hesitate to reach out if needed to their email directly.

## Aftercare

Contact Marie Fitzgerald ([mfitzgerald@richmondwaldorf.com](mailto:mfitzgerald@richmondwaldorf.com)) / Aftercare Cell Phone:  
804-528-7777





# Early Release Days: New Dismissal Procedures

*The first day of school, August 30th, is an early release day.  
Aftercare is not offered on most early release days, except on Thurs, October 19 and  
Thurs, April 18.*

**11:45 am** Early Childhood dismissal begins on EC patio

**12:00 pm** Grades dismissal begins. Grades 1 and 2 will dismiss on the EC patio as usual. Grades 3 - 8 will be dismissed in the pick up area at the back of the school.

*Please do not arrive before 12:00 pm to allow for EC dismissal to take place first.*

Early Release Days for 2023 - 2024 School Year are as follows:

Wed, Aug 30; Fri, Sept 29; Fri, Oct 6; Thu, Oct 19; Tue, Nov 21; Tue, Dec 19;  
Thu, Apr 18; Fri, June 7



# First Week Logistics

## Regular Drop Off Times

EC 7:55 - 8:15 am

Grades 7:55 - 8:15 am

AFTER 8:15 AM STUDENTS MUST BE  
BROUGHT TO FRONT OFFICE FOR SIGN-IN  
WITH A PARENT.

## First Week Schedule

*Weds, Aug 30 - First Day of School, Rose  
Ceremony 8:30am, Early Release*

*Thurs, Aug 31 - Normal dismissal hours,  
Aftercare begins, First day Acorn class*

*Mon, Sept 4 - **CLOSED FOR LABOR DAY***

*Tue, Sept 5 - First day Willow class*

## Regular Pick Up Times

EC 1:00 pm

Grades 3:00 pm

Aftercare offered until 6:00 pm on most  
days





## Drop-off & Pick-up Map

- 1 Pedestrian path along green
- 2 Pedestrian crossing
- 3 Use LANE 2:  
EC drop off 7:55am  
EC pick up 1pm  
Grades 1 & 2 pick up 3pm
- 4 EC family parking
- 5 Use LANE 1:  
Grades 1-8 drop off 7:55am  
Grades 3-8 pick up 3pm  
Grades 1-8 early-release pick up
- 6 Grades family parking
- 7 Street parking
- 8 Faculty parking
- \* Lane 2 merges into Lane 1





# Community Engagement Opportunities



## School-Wide Opportunities:

Special Events Volunteering (Holiday Faire, May Faire), Festival Support, Planning Committees, RWS Open Houses, Community Workdays, and Fundraising.

## Class Opportunities:

Class Gatherings, Field Trip Transportation & Chaperoning, Volunteering in the Classroom, Play Support & Preparations, Etc.

**Parent Enrichment Series:** Talks on topics geared toward you and your children.

1st session Tuesday September 19th, 5:30-7pm, featuring guest speaker, Raelee Peirce, Topic - *“Cooperations and Connection: Creating Your Waldorf Home”*

**Community engagement sign-ups will be available through RWS’ SignUpGenius.**

*Link to upcoming opportunities can always be found at bottom of the Messenger.*





# The 2023-2024 Annual Fund will soon begin!



Annual Fund Goal:  
**\$50,000**



Classes who reach **100%**  
participation invited to our..

*Pancake  
Breakfast  
Celebration!*

*We ask that you make a gift that feels meaningful to you and your family. Your support is so important!*



# Show your School Spirit!

Visit the School Store at [store.richmondwaldorf.com](https://store.richmondwaldorf.com)

Wear your RWS shirts or tie-dye on the first day!

*(Unless you're a 1st or 8th grader wearing Assembly Dress for the Rose Ceremony)*





# Opening Release! New RWS Video





# Save These Dates!

**Wednesday, August 30**

Spirit Night at Gelati Celesti, 12:30 - 6:30 pm

**Monday, September 5**

SCHOOL CLOSED, Labor Day

**Friday, September 8**

Welcome Back Picnic! 5:30 - 7:30 pm

**Tuesday, September 12**

1st PA Mtg, 5:30 pm in the 1st Grade Classroom

**Friday, September 15**

1st PA Coffee Social 8 - 9 am, Gym





**Thank you!**



**Please meet  
your child's  
teacher in their  
classrooms.**

