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# THE PARENTS' PRESS

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Duke Memorial Weekday School | January 2024

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## Mark your Calendars:

Jan 3: PC Meeting  
Jan 5: Book Mobile  
Jan 8 & 9: 2's Open House at 12:15pm for prospective students  
Jan 15: No School Due to MLK Day  
Jan 22 & 23: Parent-Teacher Conferences  
Jan 29: No Lunch Bunch -Staff Meeting

## Looking ahead:

Feb 2: Initial Registration Deadline to retain priority for 2024-2025  
Feb 4: PC Spaghetti Dinner

Dear Parents,

Welcome back to school! DMWS hopes your family had a wonderful holiday. Our teachers have many wonderful seasonal activities planned (think ice/polar bears/snow). Be sure to ask your child about sensory and art activities they are doing at school. The lovely gestures by parents and children during December were much appreciated by the staff. The Holiday Luncheon sponsored by the Parents' Council was a highlight! You have made us feel so loved!

On January 22 and 23, our staff is excited to meet with you (virtually or in person) on conference days to share information about your children and answer questions you may have. Please be sure to sign up for a conference with your child's teachers if you have not yet done so. Applications for next year will be sent home via school bags this year. If you need a sibling application, let me know. Remind your friends and neighbors that tours can be scheduled to see our program and we invite applications from the public. Information about priority status in the registration process is found later in this newsletter and in our handbook. Applications for Tuition Assistance are available from the office at any time. For 2024-2025, Tuition Assistance Applications are due by May 1, 2024 and are handled by the Board of Directors. Emergency Assistance Applications can be submitted at any time during a school year.

Wishing your family a Happy and Healthy New Year,  
Julie



# Important Registration Information for 2023-2024

Registration for next year begins on January 24. In order to hold a spot for 2024-2025 at the time of registration, you will pay a registration fee of \$75 for returning students (\$85 for new students). **All registration fees are non-refundable.**

During the week of January 16-19, you will receive an application for each of your currently enrolled children through their school folder. Applications for siblings may be requested from the office. Priority for registration is as follows:

- Current Students
- Siblings of current students
- Children of church members/ministerial staff
- Children and grandchildren of DMWS faculty/staff
- Siblings of former DMWS students
- Children and grandchildren of DMWS alumni
- Children of current PMO teachers and DMUMC support staff
- General Public

In order to retain priority, your completed application must be received by the February 2<sup>nd</sup> deadline. After this date, enrollment will be first come first served.

Monthly Tuition rates for 2024-2025

*Class offerings for each age level are determined by initial enrollment numbers.*

Two's		Three's		Four's & Kindergarten	
2-day 2's	\$220	2-day 3's	\$265	4-day pre-K	\$370
3-day 2's	\$280	3-day 3's	\$315	5-day pre-K	\$400
5-day 2's	\$380	4-day 3's	\$350	Kindergarten	\$440
		5-day 3's	\$385		

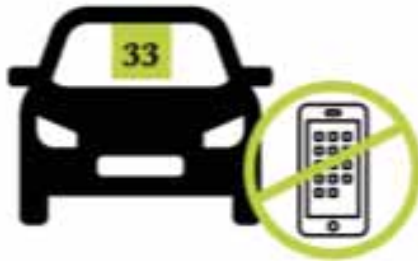
There is a change to our Supply Fee structure for 2024-2025. The Board of Directors has changed our Supply Fee to be due by May 10. Supply Fees are \$100 per student in the 2's/3's. For our pre-k and k students, the Supply Fee will be \$130 and will also include the yearly field trip fee. Our book keeper will send reminder invoices for each payment.

## DMWS Tuition Payments

Tuition payments are due each month on the first and past due on the tenth. Payment options include check, cash, credit card (on-line via website) and automatic draft. Checks and cash payments are encouraged because our school does incur additional fees to process the credit card and ACH payments.

## Carpool Reminders

Carpool line helps us get our students in and out of the facility safely and efficiently. Please help us by prominently displaying your carpool tag (with the number facing forward) as soon as you enter the side parking lot. It is easiest for us to see the number if the carpool tag is hanging from your rearview mirror. Our carline is a cell free zone. Please do not attempt U-turns on either West Chapel Hill Street or Memorial Drive.



## Remind Texting Service

Remind is a free messaging tool to help educators communicate with parents. Parents can opt in to receive texts from the school in the event of an emergency (fire, etc). It will also be used in the event of school cancellation/delay in addition to email notification.

To receive text messages, parents should text @dukemem to 81010 or (828)394-2095. Parents

## Find us on Google and Review!

Hey DMWS Families- We all love our school and our teachers, so we need your help sharing that with the durham community to air with recruitment to our school We want to continue to keep our classes full with happy, fulfilled kids. By filling out google reviews you can help the school's marketing effort and share our own experiences with families throughout the Triangle. Parents have so many choices when it comes to choosing schools for kids- help them see why we all love Duke Memorial Weekday School!

## Welcome Ms. Hamlett!

DMWS is excited to welcome Valerie Hamlett as our new assistant with Ms. Ludwig in the 3 day 3's and 2 day 2's. Ms. Hamlett has been a faithful substitute with us and we are thrilled she is officially joining our staff.

## DMWS Inclement Weather Policy

The Director will determine if Duke Memorial Weekday School should be open, closed, or operate on a delay in the event of inclement weather or extenuating circumstances, using Durham Public Schools as a guideline. **This means we will not always follow Durham Public Schools.**

Factors considered when assessing whether to close, open on time or on a delay include, but are not limited to: teacher availability to fulfill Safe Sanctuaries requirements, the condition of Memorial Drive/sidewalks along Memorial Drive, and timing of the inclement weather event. Parents should check for cancellations/delay information on WTVD and WRAL. Attempts will be made to notify all families by email and Remind text. The decision as to whether or not Duke Memorial Weekday School opens on a delay will be made with the utmost consideration of safety of all of our families and staff members. Duke Memorial Weekday School will build up to 4 makeup days into the school calendar. Use of these makeup days is at the discretion of the Director.