

Tibetan Cultural School, Colorado

Administrator:

The Tibetan Cultural School is managed by the Tibetan Association of Colorado, which oversees the daily operations. All school-related decisions (including TCS bank account related activities) require approval from the Principal and Vice Principal.

Teachers:

The teachers at Tibetan Cultural School generously volunteer their time. Their key responsibilities include developing effective lesson plans, assessing student progress, and providing guidance and support. Our dedicated volunteer teachers play an essential role in shaping the minds of the next generation, contributing significantly to our community.

Vice Principal:

A vice Principal responsibility included supporting the Principal in managing the school's daily operations. Vice principal will be elected biennial within the TCS teaching staffs by the teachers (last week of April). Its main responsibility is to assist principal with various tasks.

Principal Responsibilities

- Oversee daily operations to ensure smooth functioning of the school.
- Collaborate with the Tibetan Association of Colorado (TAC) to manage and allocate school budgets effectively.
- Establish and monitor learning objectives for both students and faculty..
- Conduct interviews and oversee the hiring process for substitute and permanent teaching positions.
- Review, update, and implement school policies to align with educational standards and community expectations.
- Provide guidance and counseling to faculty, fostering a supportive and productive work environment.
- Manage emergencies and crises with promptness and efficiency, ensuring student and staff safety.

- Coordinate with the Parent Committee to plan and execute school events, enhancing community engagement.
- Maintain a safe and hygienic learning environment for all students by enforcing health and safety protocols.
- Oversees biennial elections of the school vice principal within the teaching staffs (last week of April).
- Oversees parent committee to ensure smooth functioning.

Resignation from Principal Position

An elected Principal unable to accept and dutifully perform his / her responsibilities must provide a valid reason to the TCS Vice Principal and TAC President/Vice President. Approved requests will still incur a \$300 fine, and the member is still eligible for the next election cycle.

Election Records and Procedures:

Election results will be recorded and preserved. These records will be used to select a new Principal in the event of a resignation or when a position becomes vacant.

Tibetan Cultural School (TCS) Parent Committee Charter

The Parent Committee:

- Provides leadership and promotes parent involvement.

Membership and Participation

- **Membership:** All parents/guardians of TCS students are automatically members of the Parent Committee.
- **Exemptions:** TCS teaching staff, current Parent Committee representatives, and active TAC Board members are exempt from participation requirements.
- **Parent Representatives:** Four representatives, elected by parents, will serve two-year terms.
- **Election Exemption:** Parent representatives are exempt from TAC board Election Exemption during their 2 year tenure.
- **One Representative Per Family:** Each family can have only one representative during their term.

Responsibilities:

- **Fundraising:**
 - Organizes one major fundraising event at least every other month.
 - Manages an annual fundraising concert.
- **Celebrations:**
 - Plans Teacher's Day celebration in the first week of May.
- **Family Participation:**
 - Requires families to participate in fundraising or find a substitute.
- **Fundraising Goals:**
 - Aims to raise \$15,000-\$20,000 annually for TCS.
- **Communication:**
 - Facilitates communication between parents and school leadership.
- **Volunteer Coordination:**
 - Manages parent volunteers for school activities.
- **Events:**
 - Plans and runs the annual summer camp (in June) and picnic (last Sunday of school calendar year)
 - Organizes Losar gift collection and distribution (during Losar Party hosted by TAC).
 - Finding volunteers to assist teachers with external venue stage performance related tasks
- **Safety and Security:**
 - Oversees security measures during school sessions and external events.
- **Administrative Support:**
 - Assists school administration with various tasks.
 - Helps recruit substitute / replacement teachers as needed.
- **Quarterly Meetings:**
 - Participates in quarterly meetings with school leadership and administrators.
- **Election:** Oversees biennial elections of the school principal and parent representatives (last week of April).

Resignation from Parents Committee

An elected parent committee representative unable to accept and dutifully perform their responsibilities must provide a valid reason to the TCS Principal/Vice Principal and TAC President/Vice President. Approved requests will still incur a \$300 fine, and the member is still eligible for the next election cycle.

Election Records and Procedures:


Election results will be recorded and preserved. These records will be used to select a new Parents Committee member in the event of a resignation or when a position becomes vacant.


Charter Amendments


This charter is subject to biennial review and can be amended with approval from the TAC President and TCS Principal.

Signatures





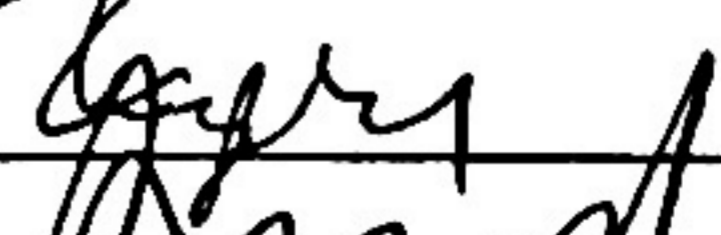

[_____ TAC President Signature] Date: _____


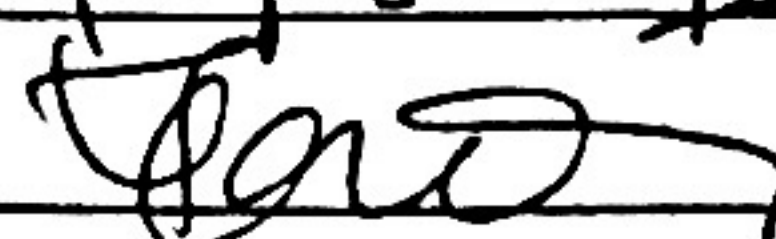


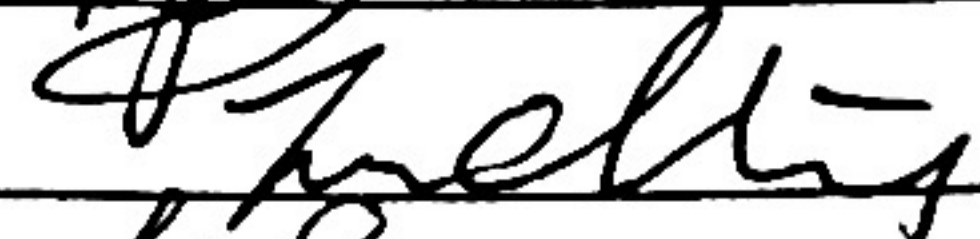
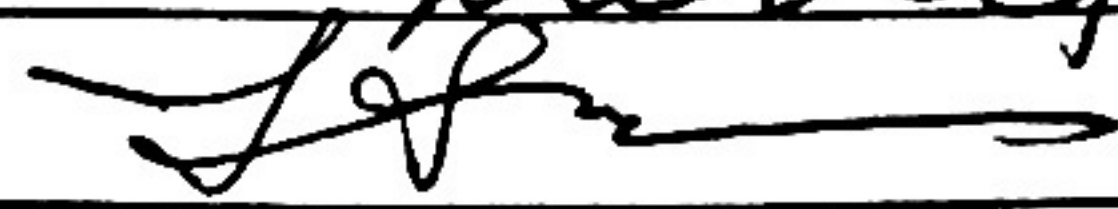

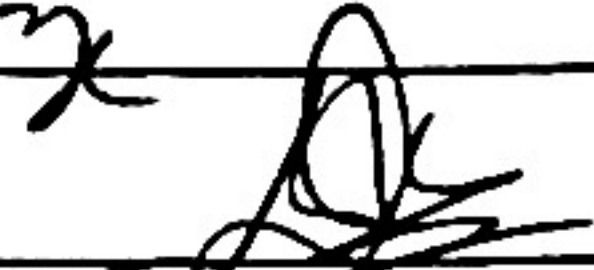

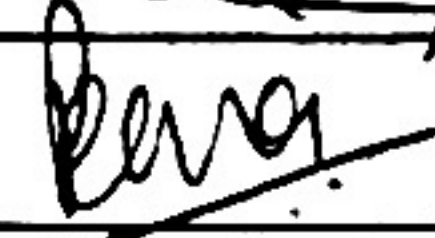
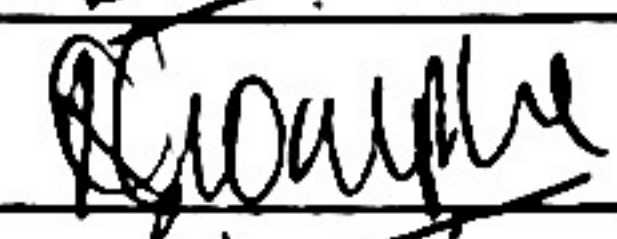
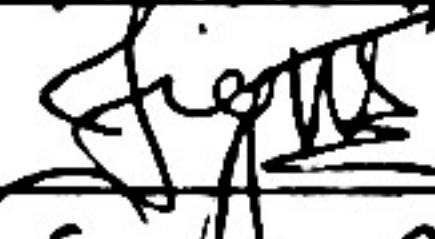

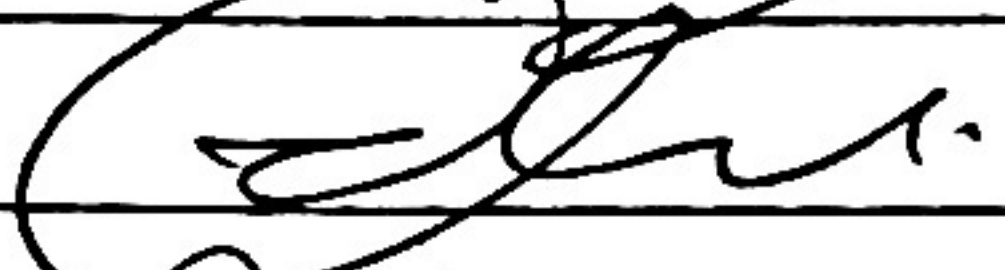
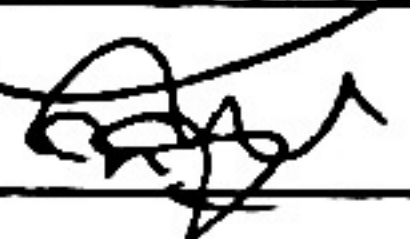


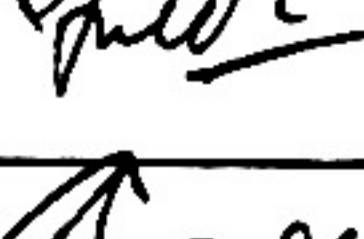
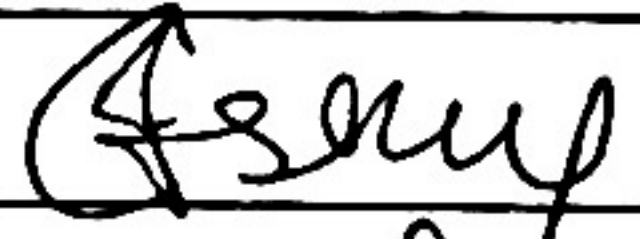



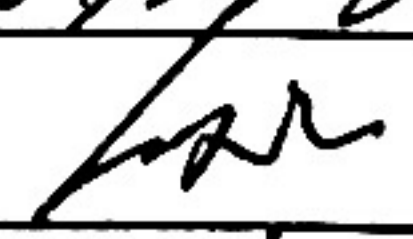
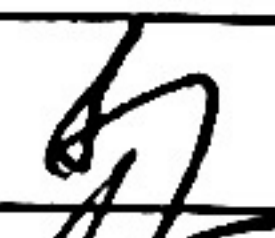

[ TAC Vice President Signature] Date: 05/19/24

[ TCS Principal Signature] Date: 05/19/24

[ TCS Vice Principal Signature] Date: 05/19/24

Parents signatures:

S.N.	Name:	Signature:
1.	TENZIN Kungyal Takza	
2.	Thupten Chonden	
3.	Dorjee Jordon	
4.	Tashi Nyen	
5.	TENZIN Thapkey	
6.	Lungtok Gyatso	

7.	TENZIN LERDUP	
8.	YANGKI DRONGPA	Yangki Drongpa
9.	Tashi Yondon	
10.	TASHI PAJJO	
11.	Tenzing Sopa	
12.	Tenzin Namdal Choktye	
13.	Chime Tenche	
14.	Tenzin Rabgye	
15.	Dawa Shuzen	
16.	Lobsang Dorjey	
17.	Pema Chosang	
18.	Lobsang Chomphel	
19.	Jigme Yangchen	
20.	Tenzin Tenor	
21.	Tsewang Chuki Bangra	
22.	Penpa Bolme	
23.	Choezen	
24.	Kelsang Deter	
25.	Tsering Palden	
26.	Choezen Tsering	
27.	Ngawang Uaktso	
28.	Chime Dolker Lama	
29.	Samten Gyatso	
30.	DHARGAY PHUNTOK	
31.	TENZIN SIGMA	
32.	Samten Angpa	

32.		
33.		
34.		
35.		
36.		
37.		
38.		
39.		
40.		
41.		
42.		
43.		
45.		
46.		
47.		
48.		
49.		
50.		
51.		
52.		
53.		
54.		
55.		
56.		
57.		