

Parent Letter



Pulaski Community School District

Glenbrook AAA Program 2018-19 School Year

Who: All Students Grade 4K-5 attending Glenbrook School
What: AAA Before & After School Program
When: Sept. 4, 2018 to June 7, 2019 **Operating 6:30am to 6:00pm on SCHOOL DAYS ONLY**
Where: Glenbrook Elementary School
Why: Make friends, have fun, and learn new things! Convenient location!

PACE Director, Mark Heck: 920-822-6051 Cell 920-639-6049 or mrheck@pulaskischools.org
 AAA Before School Lead Teacher: 920-822-6056 - Jean Kraning
 AAA After School Lead Teacher: 920-822-6056 - Anne Boehmer
 PACE Office, Registration & Billing 920-822-6050 or dkschneider@pulaskischools.org
 Glenbrook Principal, Kurtis Sufka: 920-822-6100

Our Federal Tax ID # is 39-6008483. If needed, two entrance FOBs per family will be distributed.

Expectations for AAA students and families:

1. Same rules & behavior expectation as during school
2. Students need to be in assigned areas on time
3. Students may not be dropped off before 6:30am
4. Students must be picked up before 6:00pm
5. Drop-off and pick-up will use entrance #6 on Front St
6. Pack healthy snack for your child each day
7. Inappropriate behavior of child, late payments or late pickups may lead to dismissal from program
8. We will be open our regular hours on days of poor weather, unless the state declares an emergency. If school is closed early we ask you pick up your children as soon as safely possible.

BEFORE SCHOOL DAILY SCHEDULE

- 6:30-7:35am Enter at your convenience
- 7:00-7:35am Indoor Activities, Play & Games
- 7:15-7:35am Optional School Breakfast (extra fee)
- 7:40am Children go to regular classes

AFTER SCHOOL DAILY SCHEDULE

- 2:45-3:00pm Snack (Please bring from home)
- 3:00-4:00pm Active Play; Outdoor if possible
- 4:00-5:30pm Indoor Activity or Back Pack Attack
- 5:30-6:00pm Program wrap-up

The AAA Before & After School Care at Glenbrook is offered only on days school is in session

2018-19 SCHOOL YEAR FEES: Before School Cost is \$125 per quarter*/per program/per student
 After School Cost is \$300 per quarter*/per program/per student

DUE DATES:	Quarter 1: Sept 4 to Nov 6	Due August 15th
	Quarter 2: Nov 7 to Jan 18	Due October 15th
	Quarter 3: Jan 22 to April 3	Due January 15th
	Quarter 4: April 4 to June 7	Due March 15th

A "LATE FEE" of \$25 may be added to your invoice if the payment comes in after the due date.

*Families receiving free or reduced lunch may receive a reduced rate if approved by PACE.
 Cost is \$125 for Before and another \$300 for After / per quarter / per student
 Please contact Mark Heck, PACE Director at 822-6051 for more information or questions.

The address to mail payments is: PACE, P.O. Box 36, Pulaski, WI 54162.



AAA Glenbrook Registration Form

(Please circle the Care Program(s) you are requesting)

BEFORE AFTER

Parent Name(s) _____ *Phone:* _____ *Email:* _____

Address: _____

Parent's Name(s) _____ *Phone:* _____ *Email:* _____

Children's Information:

Child 1 Name: _____ *Grade in 2018-19* _____ *Teacher* _____
Health Information (allergies, medications or other) _____

Child 2 Name: _____ *Grade in 2018-19* _____ *Teacher* _____
Health Information (allergies, medications or other) _____

Child 3 Name: _____ *Grade in 2018-19* _____ *Teacher* _____
Health Information (allergies, medications or other) _____

In case of emergency, you may list additional person(s) allowed to pick up your child:

(Name)

(Daytime Phone)

(Relationship)

Family Physician _____ *Phone* _____ *Hospital of Preference* _____

In consideration of participation in this activity of the youth above, who is in good health, the undersigned hereby agrees to hold harmless all promoters of this activity by reason of any injury which could be suffered.

Parent/Guardian Signature & Date _____

There is no need to deposit money at this time, but if you want a spot held for your child(ren) you should fill this registration out and get it to PACE. Our programs are limited by student/teacher ratios; we will add late registrants on a first come first served basis, if we have enough staff. Quarterly payments are due by the dates listed on the parent letter. Return this form with check to: PACE Office, P.O. Box 36, Pulaski, WI 54162

Office Use Only

FOB #