

Geist Orchard Cooperative Preschool Parent Agreement

The basic requirements for membership in Geist Orchard Cooperative Preschool are as follows:

Tuition and Fees

The cost of operating the school shall be borne equally among all parents in the form of monthly tuition.

Sprouts: \$135

Twigs: \$175

Tuition includes the cost of music and yoga classes, if available.

In addition, new parents shall pay a \$50 one-time registration fee accompanying their application for registration. Returning families shall pay a \$25 registration fee. The registration fee is non-refundable.

In an event that two or more children from the same family attend the school, one registration will be assessed. Full tuition shall be made for the oldest child and a \$10 discount shall be made for each additional child.

Last month's tuition is due at registration along with the registration fee and is non-refundable.

A \$50 supply fee is due for each child attending GOCP in September and February. If a child is enrolled over halfway through the semester, the supply fee for the partial semester will be \$25.

Monthly tuition shall be due on the 1st of the month. Tuition will be considered late on the 10th of the month and a \$50 fine will be assessed. If tuition is delinquent 30 days or more, an appearance before the board will be required. After that date, loss of membership is risked.

Refunds and reductions of tuition will be made under the following circumstances:

A. Withdraw of a child: If parents choose to unenroll a student prior to the start of the school year, no refunds will be given. If a child is denied enrollment by GOCP, last month's tuition may be refunded.

If the withdraw of a child takes place during the school year, the last month prepaid tuition and current month tuition will not be refunded.

Tuition may be refunded to a family with extenuating circumstances. In this case, the family would bring the request to the Board for a decision on a refund.

Tuition and registration may be refunded in the event the class schedule is changed by GOCP based upon enrollment and a family is no longer able to participate due to scheduling conflicts.

B. Absence of a child: No refunds or reductions of tuition shall be made for absence. However, in case of an extended illness, a reduction may be allowed at the discretion of the Board.

Geist Orchard Cooperative Preschool (GOCP) reserves the right to submit all tuition and fees 30 days delinquent or later to collections to retrieve funds.

Parent Responsibility:

1. Classroom participation - Parents shall participate in the classroom as a teacher's assistant at regularly scheduled intervals which averages 1-3 times per month per enrolled student, depending on class size. Arrivals shall be 15 minutes prior to the start of class and the parent shall remain after school until the teacher dismisses participating parents. Arrangements need to be made to leave other children at home on participation days.
2. Meetings and Activities - It shall be the parents' responsibility to attend parent meetings, parent education sessions, fulfill the duties of an assigned "job" during the year and to assist with special

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activities and field trips scheduled by the school when requested.

3. Fundraising - It shall be the parents' responsibility to participate in all school fundraising activities or, if available, complete the opt-out form with associated fees.
4. Custodial Services - Parents shall share in the physical maintenance of the building and grounds both on their respective participation days and other scheduled days throughout the year, as determined by the board.
5. Transportation - Parents shall be responsible for transportation of their child to and from school. Failure to pick up a child at the designated time will result in the following actions:
 - First late pickup-verbal warning
 - Second late pickup-written warning
 - Third late pickup, and any following-parent will be charged \$5/minuteWarnings and fines for excessive late pickups will be determined at the teachers' discretion.
6. Illness - It is understood that parents shall not allow their child to attend school when ill or manifesting illness i.e. fever, sore throat, rash etc., and the parent hereby consents to a daily health inspection of their child or children by the school and acknowledges the right of the school to send home an ill child. A doctor's note will be necessary if requested by teacher. All children will be current on age-appropriate vaccinations unless a medical exemption from a doctor has been obtained.
7. Tuition and Fee Payments - It is the parents' responsibility to follow the Tuition and Fees payment schedule.

Withdraw and Terms of this Agreement:

The school reserves the right to request the withdraw of a child at the recommendation of the teacher and/or discretion of the Board of Directors. Should the parents withdraw the registered child/children from the school, this agreement shall be terminated upon two weeks written notice to the Board of Directors.

The school reserves the right to request withdraw of a child if the parent(s) fail to meet any or all of the duties listed under Parent Responsibilities according to the following guidelines:

- First Encounter: \$50 fine
- Second Encounter: \$50 fine
- Third Encounter: Withdrawal of the child

Parents may petition the board prior to an event to obtain an excused absence or appeal to the board following a failure to complete an expected task in the event of an unforeseen circumstance.

Non-Discrimination Policy

Geist Orchard Cooperative Preschool does not discriminate against applicants and students on the basis of age, religion, race, color, ethnic or national origin, gender, sexual orientation, or disability.

Signature of Parent/Guardian: _____ Date: _____

Child's Name: _____ Birthdate: _____

Child's Name: _____ Birthdate: _____

Child's Name: _____ Birthdate: _____

Name of Parent/Guardian: _____

President's Signature: _____