

PARENT COOPERATIVE CONTRACT 2017-2018

Student's Name _____ Student's Class _____

Please read and initial to indicate understanding of each item in the following categories.

Financial requirements:

- _____ I agree to pay the monthly tuition fee by the 15th of each month (August through March) for the following month's class. I understand that the May tuition was paid in advance at the time of acceptance into the school, and that tuition for September is due on August 15th.
- _____ I agree to adhere to all tuition and payment policies as outlined in the Parent Handbook.
- _____ I understand I will be charged a late pick-up fee if I am more than 10 minutes late picking up my child.
- _____ I agree that I will provide the school with at least 30 days written notice of intent to withdraw my child from school.
- _____ I understand that May's advance tuition payment, application and registration fees are non-refundable.

Parent participation requirements:

- _____ I will cooperate with the school in carrying out any parent cooperative requirements as set forth in the Parent Handbook. This includes but is not limited to set-up, clean-up, and take-down days; helping parent days in the classroom; and parent committee assignments.
- _____ I will participate in the Kickball Tournament on **October 7, 2017** and the Spring Carnival on **May 5, 2018**, as defined by our Parent Committee.
- _____ I will participate fully in Grocery Cards and/or Annual Giving fundraising, as defined by our Parent Committee.

Releases for my child:

- _____ I understand that occasional field trips are planned in each classroom. I hereby give my consent for short, neighborhood walks under the supervision of my child's classroom teachers. For any additional field trips, I will receive advance notice and will be required to sign a field trip consent form in order for my child to participate.
- _____ I give my permission for my child to be photographed by staff during normal, classroom activities while under the supervision of classroom teachers. Any photograph taken of my child will be used only for school purposes at Montview Community Preschool & Kindergarten, including but not limited to classroom portfolios, bulletin boards, classroom projects, school newsletters, school website, or promotional brochures. You may opt out of photographs, in writing, by contacting the school office.
- _____ I understand that my child's classroom may contain breakable items (flower vases, snack dishes, etc.), real tools at the workbench and other items that could pose a safety hazard and that my child's teacher has been trained to maintain a safe environment and teach my child how to safely work with such materials.

The school's rights concerning my child's enrollment:

- _____ I will return all health forms to the school by July 15th in order to hold my child's place in the school, and I understand that my child cannot attend class without the appropriate health forms on file.
- _____ I understand that the school reserves the right to drop a child, after a trial period, when the needs of the child cannot be well served or when the relationship between the school and the family is not mutually satisfactory.
- _____ I understand that the school reserves the right to change the child's classroom placement if it is deemed to be more appropriate for the child or in the best interest of the school, at the sole discretion of the Director.

Health, special needs, and family disclosures:

- _____ By July 15th I will notify the school regarding any health conditions or special needs that have been identified for my child.
- _____ I will notify the school immediately of any change in the information entered on any records.

By signing this document, parent(s)/guardian(s) agree to follow, accept the conditions of, and give authorization and approval for the activities described in the Montview Community Preschool and Kindergarten Parent Handbook.

#1 Parent/Guardian Signature

Date

#2 Parent/Guardian Signature*

Date

*Two signatures are required if parents are in separate households.