



## One Planet Afterschool Program

Bethel, Chelsea, Newton, Rochester, Royalton,  
Sharon, Stockbridge, Tunbridge

Dear Sharon Families,

November 14, 2017

Winter is almost here, and we look forward to celebrating the season with your children! Inside this packet you will find One Planet's Session II special program schedule and description, enrollment and registration forms. Please read the information carefully. Session II will run December 4 – February 23. PLEASE NOTE: There will be no program on Friday, December 22nd.

**FINANCIAL ASSISTANCE:** We want **ALL families who are interested in One Planet to be able to use this valuable resource.** Please know that if the daily fee is too expensive, there are options available. As a first option, families would apply for Child Care Financial Assistance through the Vermont Department of Children and Families. Contact the Family Place for an application at 802-649-3268 or at <http://www.familyplacevt.org/>. Should a family be denied assistance, partial and full scholarships are available through One Planet.

**ONLINE REGISTRATION OPTION:** We are pleased to announce that our online Community Root registration portal is now open! As such, we encourage you to logon and create an account. The system is designed to be as easy and straight forward as possible. As with anything new, there are bound to be some glitches; if that occurs, please let your Site Coordinator know. To get started, go here: <https://oneplanet.communityroot.com/>.

If you are interested in enrolling your child(ren) in Session II, please be sure to complete and return the following forms to your Site Coordinator or register online by Friday, December 1, 2017.

- General Registration Form 2017-18 (unless you already completed one for 17-18 SY)
- Session II Enrollment Form
- Payment Worksheet + Payment

Warm Regards,

Carrie McDonnell  
Program Director  
(802) 763-7775, ext 4  
[CMcDonnell@wrvsu.org](mailto:CMcDonnell@wrvsu.org)

Bill Bonsignore  
Lead Site Coord.  
(802) 763-7774, ext 5  
[bbonsignore@wrvsu.org](mailto:bbonsignore@wrvsu.org)

Kiersten Harlow  
Newton Site Coord.  
(802) 765-4351  
[skharlow2@aol.com](mailto:skharlow2@aol.com)

Jola Labejsza  
Rochester Site Coord.  
802-767-3161  
[jlabejsza@wrvsu.org](mailto:jlabejsza@wrvsu.org)

Tara Tucker  
Royalton Site Coord.  
(802) 236-4882  
[ttucker@wrvsu.org](mailto:ttucker@wrvsu.org)

Blythe Bates  
Stockbridge Site Coord.  
(802) 234-9248  
[bbates@wrvsu.org](mailto:bbates@wrvsu.org)

Amy Gray  
Bethel Site Coord.  
(802) 234-6607  
[agray2@wrvsu.org](mailto:agray2@wrvsu.org)

Leila LaRosa  
Chelsea Site Coord.  
(802) 685-4551  
[llarosa@wrvsu.org](mailto:llarosa@wrvsu.org)

Roxana Matthews  
Sharon Site Coord.  
(802) 763-7425  
[rmatthews@wrvsu.org](mailto:rmatthews@wrvsu.org)

Lindsey Cole  
Tunbridge Site Coord.  
(802) 889-3310  
[lcole@wrvsu.org](mailto:lcole@wrvsu.org)



## SESSION II Special Program Schedule - Sharon

	K-2 <sup>nd</sup>	3 <sup>rd</sup> -6 <sup>th</sup>
Monday	Jennie Clawson <b>Moving our Bodies-Strengthening our Minds</b>	Jennie Clawson <b>Moving our Bodies-Strengthening our Minds</b>
Tuesday	Rob Eddy <b>Tinkering 101</b>	Rob Eddy <b>Tinkering 101</b>
Wednesday	Trained Staff <b>Paths</b>	Trained Staff <b>Paths</b>
Thursday	Matt Aucoin <b>M-Arty II</b>	Matt Aucoin <b>M-Arty II</b>
Friday	Roxana Matthews <b>Open Choice &amp; Destination Imagination</b>	Roxana Matthews <b>Open Choice &amp; Destination Imagination</b>

### ACTIVITY DESCRIPTIONS

#### **Moving our Bodies-Strengthening our Minds**

This course draws inspiration from movement traditions such as dance, yoga and tai chi. We invite students to cultivate awareness and respect for self and others. Students will become more aware of physical abilities and boundaries and receive the benefits of intentional movement, which compliments other modalities to promote optimal learning. Focuses throughout the session include grounding, breath, strength, stretching, experiential play, relaxation, balance and emotions.

#### **Tinkering 101**

Tinkering is the intersection of science, art, and technology. It is about using familiar materials in unfamiliar ways to create and “make” something that has meaning to the tinkerer. Tinkering is a unique form of STEM learning that is typically non-linear and centered in the vision of the maker. Tinkering facilitates STEM content learning through trial and error that builds conceptual understanding – often by what doesn’t work!

#### **PATHS**

The PATHS Social Emotional curriculum is highly respected and evidence-based tool. It is designed to: Promote social and emotional competence, prevent or reduce behavioral and emotional challenges in young children, and prevent future adjustment problems through the development & integration of essential skills in emotional literacy, behavioral self-control, and problem solving.

#### **M-Arty II**

One of our favorite program leaders, Matt Aucoin returns with the second half of this fun course. This winter students will dive deeper into the world of hand drawn art. Using pen and ink, markers or chalk students will learn and be encouraged to explore the medium and their creative energies through various projects designed to be fun, challenging and engaging.

#### **Destination Imagination**

Destination Imagination is dedicated to teaching students the skills needed to succeed in school, their careers and beyond. They develop project-based learning programs that blend STEM education with the arts and social entrepreneurship. Through our programs, students use the creative process to turn their ideas into reality and learn invaluable skills through the process including. Students take on a challenge and work together to find a solution.

## Sharon One Planet Fee Policy and Procedure

### 1. Program Fees

The One Planet Program is funded by several funding sources, including a 21<sup>st</sup> Century Learning Center Grant, additional state grants, fees, school and town funds, and most recently because of our licensed childcare status, state subsidies. We project that over 25% of our total annual budget will be covered by fees and subsidies. Fees and subsidy income is vital to the future of this program. Fees are adjusted based on the number of children within a family attending and the families free/reduced lunch status. See Fee Table below:

# Children in the Family	Qualifies for Free/Reduced Lunch	Qualifies for F/R Lunch HALF DAYS	Full priced Families	Full Priced Families HALF DAYS
1st Child	\$4/day	\$8/day	\$8/day	\$16/day
2nd Child	\$3/day	\$7/day	\$7/day	\$15/day
3rd Child	\$2/day	\$6/day	\$6/day	\$14/day

### 2. Payment

One Planet wants its programs to be available to the maximum number of students. Enrollment for One Planet Programs is limited and student commitment to participation is important.

Quarterly all students will receive a program brochure. Parents should indicate which day(s) their children will be attending. The parent is then responsible for completing the fee worksheet and returning the quarterly enrollment form, fee worksheet and at least 50% of total fee due. The other 50% will be due at mid-session. **Please note: Credits are not issued for non-attendance.** Failure to return either the quarterly enrollment form/fee worksheet (unless student is enrolled for the year) or make a payment will prevent the student from continuing in the program.

If 50% of payment is not received in advance of the session and other arrangements have not been made with the One Planet Site Coordinator, the student will be considered withdrawn from the program until payment is made.

### 3. Alternative Fee Arrangements

One Planet does not limit enrollment based on a family's ability to pay. Other options are available if needed:

a) Child Care Financial Assistance Program (formerly known as Child Care Subsidy)

The One Planet Program is eligible for child care assistance through the VT Department of Children and Families. Qualifying families can receive assistance from 10% to 100% of One Planet daily fees depending on income. Parents must have a service need, i.e. be working, going to school or receiving training, seeking employment or have circumstances that require outside assistance. **We strongly encourage interested families in applying for CCFAP, as this payment from the state helps sustain our program.** The One Planet Program may have forms and brochures on hand. Forms and assistance can be acquired by calling The Family Place at 802-649-3268 or at <http://www.familyplacevt.org/>.

b) Scholarships

Scholarships are available to families who qualify for free/reduced lunch but who are not eligible for CCFAP. We ask families to pay what they can afford and we will do our best to cover the remaining amount.

Families are responsible for payment that is not reimbursed by CCFAP or covered by a scholarship. Failure to pay or make other arrangements will place your child in withdraw status. Filing for financial assistance promptly will help minimize your costs.

**One Planet Program Enrollment Form**

**Session II 2017-2018 Sharon**

*(Please use one form per family.)*

Name of Student(s): \_\_\_\_\_ Grade(s): \_\_\_\_\_

Parent or Guardian Printed Name: \_\_\_\_\_

Please check off the sections that you desire for Session II.

**SESSION II (Dec 4 – Feb 23)**

\_\_\_ Section One: Mondays

\_\_\_ Section Two: Tuesdays

\_\_\_ Section Three: Wednesdays

\_\_\_ Section Four: Thursdays

\_\_\_ Section Five: Fridays

\_\_\_ Section Six: Friday HALF-DAYS (No program - Friday, December 22)

**Payment Worksheet**

Please complete Section 1 or 2. If FINANCIAL ASSISTANCE is needed, please speak to your Site Coordinator about options.

**1) If your child is eligible for Free or Reduced lunch: \$4/day (or \$8/day for HALF DAYS)**

Section One: Mondays (9 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Two: Tuesdays (10 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Three: Wednesdays (11 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Four: Thursdays (11 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Five: Fridays (7 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Six: FRI HALF DAY (3 days x \$\_\_\_\_) = \$\_\_\_\_\_

Total Sum= \$ \_\_\_\_\_

**2) If your child is NOT eligible for Free/Reduced lunch: \$8/day (or \$16/day for HALF DAYS)**

Section One: Mondays (9 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Two: Tuesdays (10 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Three: Wednesdays (11 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Four: Thursdays (11 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Five: Fridays (7 days x \$\_\_\_\_) = \$\_\_\_\_\_

Section Six: FRI HALF DAY (3 days x \$\_\_\_\_) = \$\_\_\_\_\_

Total Sum= \$ \_\_\_\_\_

**Payment Options (Please make check payable to WRVSU - One Planet):**

1. Enclose a check or money order for the full amount OR
2. Enclose a check for 50% of the program costs.

***The remaining 50% is due by January 25th, 2017.***

**SECTION 3: Scholarship Request**

**Payment options are available for families who qualify for free or reduced lunch. If you wish to receive financial assistance or a scholarship to attend the GAP or One Planet Program, please check the appropriate box below:**

My child(ren) qualify for

- Free Lunch
- Reduced Lunch

**Step 1: Apply for Child Care Financial Assistance**

**We ask families to seek out Child Care Financial Assistance through the Family Place first as this allows your child to attend for free or at a reduced rate, and our program receives reimbursement from the state.** To apply, parents/guardians must contact the Family Place at 802-649-3268 or go to <http://www.familyplacevt.org/child-care/>. If you don't qualify for child care assistance from the state, please go to Step 2.

**Step 2: Scholarship Request**

If you do not qualify for Child Care Financial Assistance, **please complete the following statement:**

"I am requesting scholarship funds for my child(ren) for the following reasons:"

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We can pay \$\_\_\_\_\_ /day.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# One Planet Afterschool Program

## GENERAL REGISTRATION FORM – Part I

One form per student, please.

Student name: \_\_\_\_\_ Birth Date \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_ Gender \_\_\_\_\_

Home Address \_\_\_\_\_  
Street Town State Zip

Mailing Address \_\_\_\_\_  
Street Town State Zip

Email (if applicable) \_\_\_\_\_

### Parent Contact Information

Name	Home Phone	Work Phone	Cell Phone
Mother _____	_____	_____	_____
Father _____	_____	_____	_____

Is there anyone documented by a court order that your child should not be released to?

\_\_\_\_\_

### Pick Up Information

*Safety is a top priority; no child will be released from program without a signature of one of the individuals below. List parents/guardians as appropriate and all individuals listed must be 16 years or older.*

Do both parents have permission to pick up child at the end of program activities? \_\_\_\_\_

Who else has permission to pick up your child at the end of program activities?

1. \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

2. \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

3. \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

### Emergency Contact Information

List 2 local contacts who can be reached in case of an emergency if parents are unable to be reached.

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

(Please turn to complete back page)



# One Planet Afterschool Program

## GENERAL REGISTRATION FORM – Part II

### Medical Information

Health/Emotional Issues \_\_\_\_\_

Allergies \_\_\_\_\_

Medications \_\_\_\_\_

Physician \_\_\_\_\_ Phone \_\_\_\_\_

Dentist \_\_\_\_\_ Phone \_\_\_\_\_

### Permissions Please check the boxes for which you give permission

- I give permission to One Planet to treat my child medically in the event I cannot be reached.
- I give permission for photographs and/or videos to be taken of my child as part of the program for newsletters, Vermont Afterschool Inc., the media or any other positive and wholesome portrayal of the program to the public.
- I understand some of the programs are off school grounds and give my permission for my child to leave school grounds and be transported by bus, if necessary.
- I give my permission for my child to swim when taken to swimming areas where a lifeguard is on duty.
- I give my permission to One Planet to apply bug repellent and sunscreen as necessary.
- I give my permission for One Planet staff to give  Tylenol or  Ibuprofen for fever or headache as needed.
- I give my permission for One Planet staff to give Benedryl as needed
- I give my permission for One Planet staff to release my child to another school-based extracurricular activity such as sports (parents must provide the SC with a letter defining the details of this type of release).

In order for your child(ren) to participate, parent/guardians must read following statement and sign below.

*I give consent to One Planet to gather information pertaining to my child for statistical purposes including: Free and Reduced Lunch Status, grades, standardized test results, school behavior and academic records, special education plans, health records and attendance records. I understand that this information will only be seen by individuals with a strict "need to know" and otherwise will remain confidential. I also grant permission to the program to survey my child to fulfill requirements of the grant.*

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_