

Date: November 25, 2008

To: Superintendent Mary Gormley
Cc: Milton School Committee

Re: School Committee Appearance December 2

In anticipation of my appearance before the Milton School Committee on Tuesday, December 2, I enclose the following documents:

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- ~~chart detailing MCS program enrollment, tuition assistance, and current staff~~
 - Camp Cunningham 2008 program flyer
 - Early School Arrival Program (ESAP) flyer
 - Children Learning After School Program (CLASP) information sheet
 - CLASP tuition schedule and payment options
 - activity charts for each CLASP program
 - December 08 Vacation Camp flyer

I look forward to presenting a brief summary of Community Schools 08/09 with School Committee members next Tuesday evening.


Pam Dorsey

CAMP CUNNINGHAM 2008 June 30* - August 20

is open 7:30 am - 6:00 pm; a licensed, traditional day camp offering swimming, sports, arts and crafts, special events and field trips. Camp is limited to 90 students per week, and is open to Milton residents entering grades 1-8 in fall 2008. Campers can enroll for any or all of the 8 weeks. Offered by Milton Community Schools, a self-supporting department of Milton Public Schools

LOCATION Finally! We return to the Cunningham School and daily swimming in the Cunningham Pool!

FOOD Campers bring a home-packed lunch and snacks of their choice, and we provide refrigeration. We also provide spring water. Parents of campers with allergies should check with camp supervisor regarding weekly cooking ingredients.

ACTIVITIES

Swimming at Cunningham Pool, with escort to/from lessons. Sports, cooking, arts & crafts, games; occasional G or PG-rated movies. Day-ending trivia games & brain teasers. Special events or trips & weekly surprises like pizza parties, ice-cream sundaes, & water balloon battles, Talent Shows, and Birthday Parties.

TUITION

\$200 per week (except Wk 1 and 8)
 \$170 add'l siblings same week
 \$20 per week per camper - Early Arrival
 \$5 per hour for After Camp (3-6 pm)
 \$8 per camper per week materials fee,
Special Event & Field Trip Fees vary

MEDICAL FORMS

Campers must submit a DPH approved medical form, signed by your physician; completed forms must be received by MCS by May 31.

Campers requiring medication during the camp day must submit a MPS Medication Administration Form (ask school nurse to return your form on record at the school - it's good through the summer).

POOL TAGS

All campers must have tags. Purchase at Cunningham Hall in May. Call 617-696-3263 for dates

Camp Day 8:30 am - 3:00 pm

Early Drop Off 7:30 am

After Camp Fun 3:00 - 6:00

DEPOSIT

1/3 tuition per child due with registration rec'd through Mar. 17.
 1/2 tuition per child due w/reg rec'd Mar 17-April 30
 Full tuition must accompany regs rec'd after April 30.
 FEES must be paid in full by May 31

CONFIRMATION

Packets will be mailed in early May.

CANCELLATION/REFUNDS:

Requests to change, cancel, or add weeks must be made in writing & include a \$15 fee. Requests for refunds for canceled weeks must be made in writing & received by MCS by April 30. Tuition or deposit received, less \$15 fee, will be refunded. *No tuition or deposit is refundable after April 30.*

* With sufficient interest and no more snow days, we will explore the possibility of adding a June 23-27 week. Email pdorsey@miltonps.org if interested.

REGISTRATION: mail or drop form (on reverse) at the MCS Office at the Cunningham School, 44 Edge Hill Road Milton, MA 02186

space is limited - registrations accepted until weeks fill (you can confirm we've received it at 617-696-6978)

<p>Week 1 June 30 - July 3 <i>no camp July 4</i> .Candybar BINGO & Red White & Blue crafts no special event fee</p>	<p>Week 2 - July 7 -11 Plaster Fun Time An art center where kids will pick out and paint their choice project. \$15 field trip fee also PJs & pancakes!</p>	<p>Week 3 - July 14 - 18 "Johnny the K" Outrageous, offbeat and full of surprises - a kids' DJ party \$10 special event fee also Big July Birthday Party</p>	<p>Week 4 - July 21 - 25 BARN BABIES bring a petting zoo full of baby animals. \$10 special event fee</p>
<p>Week 5 - July 28 - Aug 1 PAW SOX game for grades 4+ \$22 incl bus, ticket, lunch MEME CAMP trip for grades 1-3 \$12 field trip fee to the Bookworm Club at Randolph (you'll write a book report to get in!)</p>	<p>Week 6 - Aug 4 - 8 Pirate Cruise Plymouth Harbor- with water cannons, treasure chest, pirate hats, face paint & buccaneer brew! Even roll up your sleeves and pull a lobster trap! Adventure for all! \$22 field trip fee also Big August Birthday Party</p>	<p>Week 7 - Aug 11 - 15 Family Amusement Park Fun for all ages at this Bourne park. \$25 fee incl 3 hour all-access pass</p>	<p>Week 8 - Aug. 18 - 20* CARNIVAL! Jumbo & Dumbo, games, balloon twisting, Moon Bounce and other attractions, hot dogs, popcorn & cotton candy, \$15 special event fee also Annual Talent Show</p>

***Due to the start of school on August 27, we must close Camp at 1:00 pm on August 20, so that school staff and faculty can prepare for opening day.**

This camp must comply with regulations of the MA Department of Public Health, 105 CMR 430.000, and be licensed by the Milton Board of Health. Information on 105 CMR 430.000 can be obtained at 617-983-6761

Milton Community Schools
Early School Arrival Program 2008/2009

When your day starts earlier than Milton Public Schools do, your children can join ESAP for an early start to their school day. ESAP is an affordable option for parents and a valuable transition to the school day for students. ESAP begins the first day of school.

	<u>School Opens</u>	<u>ESAP Opens</u>	<u>Cost/Morning</u>	<u>Family Rate</u>	<u>Drop-In/Child</u>
Collicot/Cunn'ham	8:25 am	7:00 am	\$3.50	\$5.50	\$6.50
Glover/Tucker	8:55 am	7:00 am	\$4.50	\$7.00	\$6.50

Activities

ESAP students participate in various activities, including seasonal arts and crafts, gym games, computer fun, and puzzles and board games.

Locations

- Collicot / Cunningham ESAP opens at 7:00 in at the Cafeteria; entrance at the rear of the building
- Glover ESAP opens at 7:00 am in the Glover Cafeteria
- Tucker ESAP opens at 7:00 am in the Tucker Cafeteria

Enrollment Options

- Students can enroll for 1 - 5 days per week
- Students can arrive at ESAP at anytime after 7:00 am
- \$6.50/morning to use ESAP on non-scheduled days; no advance notice is required

Tuition Payment

Parents set a monthly schedule at the beginning of each month and pay that month's tuition by the 10th of the month. Participation in ESAP requires timely tuition payment. *Please pay ESAP tuition separately from other MCS programs.*

Registration

Registration is required in order to qualify for the \$3.50/\$4.50 per morning rate. Attendance on non-registered days will be at the Drop-In rate of \$6.50 per child.

Parents can register students for September ESAP through August 15 (see below). Parents can also register students at ESAP on the first day of school, but must to allow time to fill out registration form on site.

ESAP Registration Form

Student name(s): _____ School: _____

Address: _____ Em. Contact during ESAP: _____

Month: _____ Schedule (days/wk or dates): _____

days used: _____ X _____ (daily fee - see above) = \$ _____ enclosed*

Please mail to: MCS
25 Gile Road
Milton, MA 02186

* please pay ESAP tuition separately (do not include in CLASP check)

Milton Community Schools A Self-Supporting Department of Milton Public Schools
44 Edge Hill Road Milton MA 02186 617 696 6978

Mary Gormley Superintendent of Schools

Pamela Dorsey Program Director

www.miltoncommunityschools.org

pdorsey@miltonps.org

Children Learning After School Program

C.L.A.S.P.

Since its inception in 1980, Milton Community Schools has grown to meet the need for out-of-school activities by providing safe, enriching, affordable learning opportunities that complement the school day. Community Schools is a completely self-supporting department of Milton Public Schools and, like all of our programs, CLASP is supported entirely by tuition fees.

CLASP reinforces academic skills through Art, Science, Homework Hour, Karate, indoor and outdoor Games, Music, Sports, and other activities that contribute to students' overall well-being and success. CLASP not only serves families of working parents by providing a safe, stimulating space for their children when parents are not at home, but also provides a "neighborhood of friends" that is increasingly scarce in our busy society.

Attached is a CLASP registration form to complete and return to the MCS c/o Cunningham School, 44 Edge Hill Road, before August 8 to avoid a \$25 late registration fee.

Registration Deadline is **Aug. 9** for CLASP start on the first day of school

Applications with \$25 late fee accepted Aug. 10-17 can also start on the first day of school

No registrations accepted Aug. 18 – Sept. 3

Students registered Sept. 4 can begin CLASP Sept. 8

After September 4: students registered by 5:30 pm Thursday can start CLASP the following Monday

(with the exception of August 18 – September 3, when we *are not accepting registrations*)

Emergency Contacts: Parents must provide updated, local emergency contact information for all students. People listed as emergency contacts must be:

- local and available during CLASP
- willing and able to pick up a child in the parent's place if necessary

No additional notification is required; MCS assumes that anyone listed as an emergency contact also has permission to pick up a student. Should a child become ill, injured, or remain at CLASP beyond scheduled pick up time, CLASP staff must be able to reach a responsible adult on that child's behalf. If no one can be reached in a time of such an emergency, the CLASP staff is required to contact authorities..

Attendance and Phone Contact: If a child attends school but will be absent from a scheduled afternoon at CLASP, parents must call the correct CLASP number to let the staff know that the student is safe and, and avoid staff-intensive procedures for ensuring the student's safety.

For answers to administrative questions, please contact the office of Community Schools at 617-696-6978. To reach CLASP staff during program hours, or to leave a message during off hours, call the correct CLASP number:

Collicot 617 799 7687

Cunningham 617 799 7679

Glover 617 799 7680

Tucker 617 799 7692

Messages will be retrieved prior to the start of each CLASP day.

Karate: Karate classes at CLASP are led by professional instructors from the McNamara Ja Shin Do. To ensure the greatest benefit for all participants, regular attendance is a requirement for students who register for karate at CLASP. Parents are required to complete a physical assessment and permission form (on the reverse of the CLASP registration form). Karate classes are available to CLASP students from 3:30-4:30 for lower grades/levels, and from 4:30-5:30 for upper grades/levels. Karate classes cost an additional \$25 per month.

Behavior Expectations: We consider ourselves partners with parents in the development of young ladies and gentlemen, and attendance at CLASP is dependent upon compliance with behavior expectations. A copy of the MCS Disciplinary Policy is attached and must be read, signed and returned with registration. It is the expectation of Community Schools that participants in CLASP follow these general rules of behavior: obey the staff and show respect for adults and other students, show respect for school property and for the property of others, refrain from disruptive behavior, use appropriate and respectful language, and remain with the staff at all times unless given permission to leave.

Schedule Changes. Accepted in writing only, accompanied by \$10 per student per change fee. Changes will be made at the beginning of each month. Forms available at the MCS office and at each CLASP, and must be submitted at the MCS office.

Non-Scheduled Use Registered CLASP students are allowed use on unscheduled days, only if advance notice (no later than noon) is arranged by the parent by calling the MCS office. The rate is \$8.00 for each hour and each partial hour; student attending on a non-scheduled day will attend Homework Club.

Late Pick-Up, Late Payment Fees, Returned Checks \$5.00 for each 5 minutes late for pickup; must be paid within one week. \$10 for payment after the 15th of each month. \$25 per returned check; replacement checks including \$25 fee must be received within 15 days of notification. Tuition deposits paid at registration will be charged for any of these additional costs; if fees are not paid when they are incurred, the amounts will be deducted from the deposit, resulting in a June balance.

Withdrawal: One full month's notice in writing to the MCS office is required for withdrawal from CLASP or family will be charged for the full month.

Tuition Payment: Tuition is calculated on a yearly basis. Families who prepay the entire yearly tuition by August 8 are eligible for a 5% tuition discount. Please note that prepaid tuition is NOT REFUNDABLE.

Families may also choose to pay tuition in installments. Tuition can be divided into 2, 4 or 10 payments.

2-Payment Option: Half at registration and half by February 1.

4-Payment Option: ¼ at registration, ¼ by November 1, ¼ by March 1, and ¼ by May 1.

10-Payment Option: Divide yearly tuition into 10 payments - 2 payments at registration, payments 2-9 due Oct. 1-May 1.

There is a \$10.00 late payment fee for payments received 15 days late. Participation in CLASP is limited to those families whose tuition is paid in a timely manner; non-payment of tuition (over 30 days late) is cause for removal.

Tuition Assistance is available to needy families; forms are available on the website (see below). Tuition assistance is granted at the beginning of each school year only; applications must be submitted by August 8th for consideration.

please visit our website : www.miltoncommunityschools.org

ENROLLMENT OPTIONS and YEARLY TUITION

# days/wk	till 3:30	till 4:30	till 5:30	till 6:00
1	\$ 150	\$ 250	\$ 400	\$ 500
2	300	550	750	1000
3	400	750	1150	1500
4	500	1000	1500	2000
5	650	1300	1900	2500

Tuition Payment Example:

1 student coming to CLASP 4 days per week till 5:30pm = \$1500/year

1 Payment: \$1,425 due at registration (5% discount)

2 Payments: \$750 due at registration
\$750 due February 1

4 Payments: \$375 due at registration
\$375 due November 1
\$375 due March 1
\$375 due May 1

10 Payments: \$300 due at registration
\$150 due October 1
\$150 due November 1
\$150 due December 1
\$150 due January 1
\$150 due February 1
\$150 due March 1
\$150 due April 1
\$150 due May 1

***MCS will email tuition reminders; no tuition reminders will be mailed.
Please keep us updated with your correct email address.***

COLLICOT CLASP FALL SCHEDULE September 2008

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Gr K	Gym Games Arts & Crafts Reading Club	Look & Cook Language Arts & Cooking	Arts & Crafts BINGO Karate	Build & Squish BINGO Mad Science	Science Look & Cook Geometrics
Gr 1-2	Homework Club Bowling Gym Games LEGO Club	Homework Club BINGO Double Dutch Floor Hockey Cooking	Homework Club Arts & Crafts Basketball Board Games Karate	Homework Club Football League Mad Science Art Mr. O'Ball	LEGO Club Science Discovery Friday Movies Brian's Baseball Double Dutch
Gr 3-5	Bowling Gym Games Basketball LEGO Club	Double Dutch BINGO Creative Dance Floor Hockey Cooking	Gym Games Arts & Crafts Cooking Karate Mind Games	Sudoku Club BINGO Art Football Clinic Mad Science	LEGO Club Science Discovery Kids' Choice No-Bake Cooking Double Dutch

CUNNINGHAM CLASP FALL SCHEDULE September 2008

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Gr K	Gym Games Reading Club	No-Bake Mazes and Patterns	Arts & Crafts Karate	Construction Fun Mad Science	Science BINGO
Gr 1-5	Homework Club Imagination Station Science/Nature Arts & Crafts	Homework Club Cooking Art & Science Floor Hockey	Homework Club Karate Arts & Crafts Kids' Choice Cooking	Homework Club Broom Hockey Football Clinic No-Bake Cooking Barbies & LEGOs Arts & Crafts Mad Science	Bowling Construction Fun Paper & Pencil Olympics
Gr 3-5	Basketball		Basketball	Football Clinic	Basketball

GLOVER CLASP FALL SCHEDULE September 2008					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Gr K-1	Crafts	Cooking	Cooperative	Construction Fun	Kitchen Science
	Nature Science	Reading Club	Games	KARATE	Floor Hockey
	Floor Hockey		Cooking		
Gr 2	Homework Club	Homework Club	Homework Club	Homework Club	Board Games
	Floor Hockey	Football Clinic	Science	Cooking	Floor Hockey
	Mazes & Patterns	Double Dutch	Arts & Crafts	Homework	Cinema Fridays
			Cooking	KARATE	
Gr 3	Homework Club	Homework Club	Homework Club	Homework Club	Arts & Crafts
	Floor Hockey	Double Dutch	Cooking	KARATE	Science Discovery
	Reading Club	Football Clinic	Math Challenge	Seasonal Art	Floor Hockey
					Cinema Fridays
Gr 4/5	Homework Club	Homework Club	Homework Club	Homework Club	Board Games
	Floor Hockey	Football Clinic	Cooking	KARATE	Kids' Choice
	Cinema Mondays	Double Dutch	Arts & Crafts	Mind Games	Floor Hockey
TUCKER CLASP FALL SCHEDULE September 2008					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Gr K	Gym Games	KARATE	Book Buddies	Language Arts Fun	Crafts
	Math Magic	Science/Nature	Music	Zumba	No-Bake Cooking
	Cooking			Cooking	Art Workshop
Gr 1	Homework Club	Homework Club	Homework Club	Homework Club	Art Workshop
	Gym	Science &	Book Buddies	Language Arts	No-Bake Cooking
	Math Magic	Nature	Music/Movement	Zumba	Arts & Crafts
	Cooking	KARATE	Football Clinic		
Gr 2/3	Homework Club	Homework Club	Homework Club	Homework Club	Gym
	Math	KARATE	Football Clinic	Screaming Eagles	Art Workshop
	Cooking	Arts & Crafts	Book Buddies	(boys' club)	
	Science			American Girl Club	
				Zumba	
Gr 4/5	Homework Club	Homework Club	Homework Club	Homework Club	Art Workshop
	Drama	Science	Gym	Cooking	Drama
	Trivia	Arts & Crafts	Football Clinic	Zumba	
	Cooking	KARATE			

December 2008 Vacation Camp

BOWLING - We'll walk across the street to Cunningham Park for a few strings. Please wear white-soled shoes.

GINGERBREAD PAJAMA DAY - Wear your jammies, decorate home-made gingerbread men, then cuddle up with some hot chocolate to watch "The Polar Express"

GYM GAMES - Join our staff (including MHS athletes) for fun and games, both cooperative and competitive (available every day)

COUNTDOWN FUN - We'll make "jeweled" crowns and countdown to 12:00 (noon, that is!), then hold our first annual Bubble Wrap Stomp to welcome in the new year.

MOVIES and MAGNETS - View some new kid-friendly PG releases, build robots (sort of like Mr. Potato Head but with tin cans) and make other felt-craft magnet projects.

Other Daily Activities include games, puzzles, and BINGO. GameBoys and other personal electronic equipment are allowed, but *please understand that we cannot be responsible for lost or broken items.*

After Camp from 3-6 pm will include traditional CLASP activities until parent pick up.

Please send in a home-packed Lunch and Snack (2 Snacks if staying for After Camp)

ALL SESSIONS HELD AT THE CUNNINGHAM SCHOOL

Enter through the cafeteria doors at the rear of the building

In case of inclement weather, call 617-312-9178

Wed 12/24	Mon 12/29	Tues 12/30	Wed 12/31	Fri 1/2
7:30-8:30 am Early Drop Off \$3.50	7:30-8:30 am Early Drop Off \$3.50	7:30-8:30 am Early Drop Off \$3.50	7:30-8:30 am Early Drop Off \$3.50	7:30-8:30 am Early Drop Off \$3.50
8:30 am-12 noon GINGERBREAD PAJAMA DAY HALF-DAY \$15	8:30 am-3:00 pm BOWLING and PEACE STICKS CRAFT \$30	8:30 am-3:00 pm NEW YEARS RESOLUTION CRAFT and BOWLING \$30	8:30am-12 noon COUNTDOWN CROWNS and FUN HALF-DAY \$15	8:30 am-3:00 pm MOVIES and MAGNET CRAFTS \$28
	3:00-6:00 pm After Camp \$5 per hour	3:00-6:00 pm After Camp \$5 per hour		3:00-6:00 pm After Camp \$5 per hour

TO REGISTER: Complete the form below, attach full payment and drop off or mail to:

Milton Community Schools Office, Room 208 Milton High School 25 Gile Road

To confirm registration call 617-696-5040 x5544 Tuition payment must accompany registration form.

REGISTRATION DEADLINE - Wednesday, December 10

Student Name _____ School _____ Gr _____

Parent Name _____ Daytime Phone _____

Parent Email Address: _____

Please check off sessions:

	<u>Early Drop Off</u>	<u>Camp Day</u>	<u>After Camp</u>	<u>till 4:00</u>	<u>till 5:00</u>	<u>till 6:00</u>	
Wed 12/24	___	___ (half-day)		not available			
Mon 12/29	___	___ (8:30-3:00)		___	___	___	
Tues 12/30	___	___ (8:30-3:00)		___	___	___	
Wed 12/31	___	___ (half-day)		not available			TOTAL TUITION
Fri 1/2	___	___ (8:30-3:00)		___	___	___	ENCLOSED: \$ _____