

FEES

Payment of Fees: Weekly fees must be paid on the Friday prior to the week of services. As of Monday at 4:00 pm a late fee is assessed. Payments may be by money order or check unless a check has been returned for insufficient funds. In such cases, all future payments must be by money order at the site. **Weekly receipts are issued and should be retained for income tax reporting purposes.** The School District of Osceola County Florida taxpayer identification number for such purposes is 59-6000-779.

Late Payment Fee: If weekly payment fee is not paid on Friday at the sites or received in the Extended Learning Program main office on Monday the account will be charged a \$12.00 late fee.

CASH PAYMENTS ARE NOT ACCEPTED

My Schoolbucks.com can be used to CC payments. This site is used by SDOC for payment purposes only. It does not provide account information (i.e. balance). You will need your student's ID# to create an account. It is imperative that accounts are kept current. **Sign In/Sign Out:** In the interest of safety, the parent or guardian is expected to sign in and sign out the child daily to and from the Extended Learning Program. **NO student** will be released to an adult not authorized by the legal parent/ guardian in writing and placed on file. Adults not recognized by the staff will be asked to show identification. Only authorized adults may pick up a child.

No Exceptions!



COST

Weekly Fees.

Before School:

\$20.00 each child

\$18.00 for an additional child

After School:

\$40.00 each child

\$35.00 for an additional child

Before & After School:

\$50.00 each child

\$45.00 for an additional child

Camps:

\$70.00 1st child

\$65.00 2nd child

Late Payments:

Any child attending two [2] weeks without payment of fees may not be admitted into the program until fees are paid in full. All delinquent accounts will be turned over for collection.

No daily rates

No refunds or credit for absences

All fees are School Board Approved.

Children having excessive (two or more) late pickups will be subject to removal from the program.

Because all programs close promptly, overtime charges will be assessed:

1-15 minutes \$12.00 per child

\$10.00 per child for each additional 15min.

Unpaid late fees could result in a child being removed from the program.

Extended Learning Program



The School District of Osceola County, FL
"Inspiring all learners to reach their highest potential as responsible, productive citizens."

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St. Cloud, Florida 34769

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MaryAnn Rodriguez-Perez
Extended Learning Program Director

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Extended Learning Program Coordinator

PROCEDURES

Registration: Registration forms must be completed and a **\$20 registration non-refundable fee** must be paid per child, for each fiscal school year. Parents must also pay a deposit fee and the weekly fee for the 1st week of service. All fees must be paid in advance before a child can participate in the Extended Learning Program. The deposit fee is to continue to secure a space for the child/children during an unexpected absence or the one week vacation period permitted per child.

The deposit can be refunded if the child is withdrawn from the program. All registration forms can be downloaded from the school district web site. Medical information, the Emergency Contact Form and special needs information are required. Upon written notification to the center, a child is permitted to be absent for a one week period for vacation. Any child absent from the program more than one week will be dropped from the program. If the parent desires to place the child/children back into the program, and if space is available, the parent will have to go through the registration process. If space is not available the child/children will be placed on a wait list for the school site desired.



BEHAVIOR

The staff is committed to provide a safe, positive and enriching environment for all children in our program. Although the setting is different than the regular school day, appropriate behavior is still expected. Please review the following expectations of appropriate behavior:

- Listening and following directions.
- Keeping hands, feet, legs and objects to self.
- Speaking in a normal tone of voice, in a courteous manner and utilizing acceptable language.
- Using materials and equipment appropriately.
- Following safety rules.

Staff will use positive behavior management techniques

Staff will use the following discipline action steps:

- Verbal communication to parent/guardian regarding child's behavior.
- Written Behavior Notice.
- Suspension from program – Serious or repeated behavior problems will result in a 1- 2 day suspension from the program.
- Parent Conference with site and/or District Office staff member(s).
- Termination from program.

EXTENDED LEARNING LOCATIONS

- **Bellalago Academy**
3651 Pleasant Hill Road, Kissimmee 407-935-9277
- **Boggy Creek Elementary**
810 Florida Parkway, BVL 407-344-5079
- **Celebration Learning Center**
851 Campus St., Kissimmee 407-566-1709
- **Central Avenue Elementary**
500 W. Columbia Avenue, Kissimmee 407-932-2556
- **Cypress Elementary**
2251 Lakeside Drive, Lakeside Estates 407-344-5009
- **Chestnut Elementary**
4300 Chestnut Street Poinciana 407-846-2970
- **Deerwood Elementary**
3701 Marigold Avenue, Poinciana 407-870-0255
- **East Lake Elementary**
4001 Boggy Creek Road Kissimmee 407- 933-3949
- **Flora Ridge Elementary**
2900 Dyer Blvd, Kissimmee 407-933-3999
- **Harmony Elementary**
3365 School House Road Harmony 407-892-1655
- **Hickory Tree Elementary**
2355 Hickory Tree Road, St. Cloud 407-891-3139
- **Highlands Elementary**
800 W. Donegan Avenue, Kissimmee 407-847-0634
- **Kissimmee Elementary**
2420 Dyer Blvd., Kissimmee 407-935-3659
- **KOA Elementary**
500 KOA Street , Kissimmee 407-847-0718

- **Lakeview Elementary**
2900 5th Street, St. Cloud 407-891-3239
- **Michigan Avenue Elementary**
2015 S. Michigan Avenue, St. Cloud
- **Mill Creek Elementary**
700 Mill Slough Road, Kissimmee 407-935-3679
- **Narcoossee Elementary**
2700 N. Narcoossee Road, St. Cloud 407-891-6611
- **Neptune Elementary**
1200 Betsy Ross Lane , St. Cloud 407- 892-8387
- **Partin Settlement Elementary**
2434 Remington Blvd., Kissimmee 407-348-5499
- **Pleasant Hill Elementary**
1253 Pleasant Hill Road, Kissimmee 407-935-3719
- **Poinciana Elementary**
4201 Rhododendrum Avenue, Poinciana 407-931-3822
- **Reedy Creek Elementary**
5100 Eagles Trail, Kissimmee 407-935-3599
- **St. Cloud Elementary**
1701 Budinger Avenue, St. Cloud 407-891-3179
- **Sunrise Elementary**
1925 Ham Brown Road, Kissimmee 407-870-5130
- **Thacker Elementary**
301 Thacker Avenue, Kissimmee 407-935-3540
- **Ventura Elementary**
275 Water Edge, Kissimmee 407-344-5059
- **Westside K-8**
2551 Westside Blvd., Kissimmee 407- 390-1748

GOALS

The staff will strive to meet the social, emotional, and intellectual needs of the child in an environment that fosters:

- Positive self-esteem
- Initiative
- Independence
- Problem-solving
- Creativity
- Safety awareness
- Sense of security
- Self-control
- Community involvement
- Environmental awareness

Staff will be sensitive to the needs of parents utilizing their services by:

- Providing an enriching environment for students
- Delivering age-appropriate curriculum to students
- Communicating with parents through written communiques, Parent information bulletin boards, Remind and conferences

