

Chicago Park School District  
2025/2026

Expanded Learning Opportunities Program (ELO-P)

Welcome to the Chicago Park School District Expanded Learning Opportunities Program (ELO-P). Our goal is to provide a safe, nurturing, and enriching environment for the children after school. Additionally, we strive to make the recreational opportunity affordable so that all who wish to participate may do so.

## Days and Hours of Operation:

The ELO-P operates on regular, early release Fridays & minimum school days.  
The program does not operate on:

- Teacher Work Days
- School Vacation Days
- Snow Days; P.S.P.S. Days; Days Closed for Emergency Situations
- Summer Vacation

The ELO-P begins serving students at 12:45 P.M. Students must attend school by 11:00 a.m. to be eligible to attend the ELO-P that day. All students must be picked up no later than the program 5:00 P.M. closing time.

## Enrollment:

Should you choose to enroll your child in the ELO-P you must complete the enrollment process before your child's first day of participation. Students may not participate in the recreation program until payment and all forms have been completed. The enrollment process includes:

- Completing the Student Information Form
- Completing the ELO-P Contract, Financial Agreement and Payment Schedule Agreement with a parent signature.
- Making the first payment for the ELO-P, whichever payment method you choose.
- The Drop In program is a **pre-pay program** and will require a \$75.00 deposit or \$50.00 deposit for the 6<sup>th</sup> Grade & TK Drop In program.

## Rates and Payments:

Current rates for the school year are:

- \$1,900.00 per year, per child - Full Time Participation (3-5 days per week)
- \$1,070.00 per year, per child - Part Time Participation (1-2 days per week)
- \$ 17.00 per day – Drop-In Rate (Minimum Deposit of \$85.00 required, due by 1:00 p.m. on day of attendance)
- A \$10.00 Late Payment Fee will be assessed on accounts paid one (1) week past due date.
- Three (3) late payments may be cause for termination from the ELO-P or payment in full may be required to remain in the program.
- The late fee is \$10.00 plus \$1.00 per minute for every minute after 5:00 P.M. Three late pick-ups may be cause for termination of your child's participation in the program.

Please note, the fee listed above is for the entire school year. Adjustments will be made in May for school closure days due to snow or P.S.P.S. days in excess of the scheduled snow days. The adjustments are calculated on the annual daily rate.

Payment for participation in the program must be made in advance. Payments may be made on an annual, semi-annual, quarterly, or ten (10) monthly payment basis. However, in all cases payment must be made in advance. Individuals who opt to pay for an annual or semi-annual payment will be given a \$100.00 discount for FULL TIME or \$70.00 discount for PART TIME.

In the event that an individual has a check made payable to the district returned for any reason twice in a single school year, the District will require that all payments be made in cash, cashier's check or by money order. A \$10.00 returned check fee will be applied to all returned checks.

Checks should be made out to the *Chicago Park School*. Cash is also accepted for payment. All payments should be made by either mailing the payment to the School Office. A receipt will be issued upon payment. In no case will money be accepted by the ELO-P Staff.

Students will be able to participate in the program on a drop-in basis. However, arrangements must be made in the School Office in advance, so that all required emergency contact information is on file with the After School Recreation Program Staff. Additionally, drop in students will be accepted on a space available basis.

### Program Withdrawal:

You must communicate your intent to release your child's seat in the program at least two weeks in advance of the last day of attendance with the school office. A refund will be issued for unused months. There is no pro-rated rates.

### Transitional Kindergarten:

The District's Transitional Kindergarten Program is located the Chicago Park School campus. Students in this program may opt to utilize the ELO-P between their 12:45 P.M. dismissal time and 2:00 P.M. or when school is dismissed. All drop-ins are **pre-pay and require a \$60.00 minimum deposit**. The annual rates are \$1,00.00 for Full-Time (3 or more days per week) and \$500.00 for Part-Time (1-2 day per week).

### Extended Transitional Kindergarten & K-3rd Grade

#### Rates & Fees:

Transitional Kindergarten students are welcome to stay and participate in the portion of the ELO-P that runs from 2:00 P.M. and 5:00 P. M. Parents who desire the extended service should indicate that need at the time of registration and pay the additional fees listed below:

\$1,900.00 per year, per child - Full Time Participation (3-5 days per week)

\$1,070.00 per year, per child - Part Time Participation (1-2 days per week)

\$ 17.00 per day - Drop In Rate (Pre-Pay & requires a \$85.00 minimum deposit, due the day of attendance)

A \$10.00 Late Payment Fee will be assessed on accounts paid one (1) week past due date.

Three (3) late payments may be cause for termination from the ELO-P

The late fee is \$10.00 plus \$1.00 per minute for every minute after 5:00 P.M. Three late pick-ups may be cause for termination of your child's participation in the program.

## 4<sup>th</sup> – 8<sup>th</sup> Grade:

Cost for this service is same rates as above (Extended Tk & K-3<sup>rd</sup>) or \$10.00 per day and requires a \$60.00 minimum deposit, due the day of attendance.

## Late Fee:

The ELO-P is open until 5:00 P.M. on every regular, early release Friday, & minimum school day. Make sure your child is picked up on time by the 5:00 P.M. closing time. If you are going to be late, please advise the ELO-P Supervisor by calling the phone number listed in this handbook. The late fee is \$10.00 plus \$1.00 per minute for every minute after 5:00 P.M. Three late pick-ups may be cause for termination of your child's participation in the program.

## Homework First!

As soon as children arrive in the ELO-P room, attendance is taken and the homework period begins. The first hour of the program, from 2:00 P.M. to 3:00 P.M. is designated for Homework completion. Staff members will provide supervision to ensure that homework assignments are completed and provide assistance with directions as needed. Please note that the staff does not review homework assignments for correctness, so we recommend that parents take that step at home before returning the assignments to school. Additionally, staff members will not sign off on reading logs.

## Allergies:

Before students may begin attending the Expanded Learning Opportunities Program their Health Information must be on file. However, in addition to that information we request that you verbally make staff aware of any health concerns your child may have. Additionally, if your child has food allergies you may want to provide an alternate snack depending on the options available on the snack menu.

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Chicago Park School  
15725 Mt Olive Rd.  
Grass Valley, CA. 95945  
(530) 346-2153

# Chicago Park School District

## Expanded Learning Opportunities Program 2025/2026 STUDENT INFORMATION

Student's Name: \_\_\_\_\_

Teacher: \_\_\_\_\_

Grade: \_\_\_\_\_ M ( ) F ( )

Birth date: \_\_\_\_\_

**Check one:** Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Drop In \_\_\_\_\_

### ***AUTHORIZATION for CHILD PICK-UP***

Automatic authorization for pick-up is given to the parent/s and/or guardians of the student listed on this page. If my child is not picked up by 5:00 p.m., is sick or if there is an emergency, I authorize CPSD Expanded Learning Opportunities personnel to release my child to the following individuals if I am unavailable:

_____	_____	_____
Name	Phone Number	Relationship

_____	_____	_____
Name	Phone Number	Relationship

_____	_____	_____
Name	Phone Number	Relationship

_____	_____	_____
Name	Phone Number	Relationship

Custody/Legal Restrictions (must have paperwork on file) \_\_\_\_\_

### ***STUDENT MEDICAL INFORMATION***

List any serious medical conditions: \_\_\_\_\_

My child has the following allergies: \_\_\_\_\_

\_\_\_\_\_ My child is taking a prescription medication and will need to have the medicine administered during childcare. I have completed the permission to administer prescription drug form and returned.

In the event of a life-threatening reaction, I authorize school trained school personnel to give emergency treatment i.e. adrenaline via Epi-pen, to my child. I also authorize my child be taken to the nearest medical center for treatment if I am unavailable.

\_\_\_\_\_  
Name of Parent

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

## CHICAGO PARK SCHOOL DISTRICT EXPANDED LEARNING OPPORTUNITIES PROGRAM CONTRACT

By initialing I have read and agree to the following upon enrollment of my child in the Chicago Park School District Expanded Learning Opportunities Program (ELO-P):

- \_\_\_\_\_ 1. I understand that I am responsible for all financial obligations incurred relative to this enrollment and agree to the fees and policies stated in the financial contract.
- \_\_\_\_\_ 2. I will pay for any property damage caused by my child and acknowledge that the Chicago Park School District is not responsible for students' lost, stolen, or damaged personal property.
- \_\_\_\_\_ 3. I have read the Parent Handbook and will cooperate with the school to ensure compliance with all rules and policies.
- \_\_\_\_\_ 4. I understand that students will only be released from the ELO-P to those listed on the Emergency Form. I understand that the person(s) authorized on the Emergency Form must be at least 18 years of age and possess valid picture identification. Siblings under 18 years of age must have written permission by the parent/legal guardian and a valid picture ID to pick up a student from the ELO-P should the parent/legal guardian not be able to do so.
- \_\_\_\_\_ 5. I understand that the ELO-P reserves the right to dismiss any student who does not comply with school rules and policies.
- \_\_\_\_\_ 6. Account payments received a week after due date, **including Drop-In fees**, will be charged a \$10.00 late fee. Delinquent accounts and/or unruly parent behavior may also constitute reason for dismissal.
- \_\_\_\_\_ 7. I understand that the ELO-P will operate on regular, early release Friday & minimum days. ELO-P will operate for an additional 30 days out side of the regular school attendance days. (See ELO-P flyer)
- \_\_\_\_\_ 8. I understand that all programs associated with the **ELO-P end promptly at 5:00 P.M. at which time all students MUST BE picked up. A LATE FEE WILL BEGIN ACCRUING after the 5:00 P.M. closing time of the program.**
- \_\_\_\_\_ 9. I understand the late fee will be assessed if I am late in picking up my child. The late fee is **\$10.00 plus \$1.00 per minute for every minute after 5:00 P.M.** Three late pick-ups may be cause for termination of your child's participation in the program.

## CHICAGO PARK SCHOOL DISTRICT EXPANDED LEARNING OPPORTUNITIES PROGRAM 2024/2025 FINANCIAL AGREEMENT

- \_\_\_\_\_ **ENROLLMENT:** Parents may enroll a child in the 2025/2026 ELO-P starting July 1, 2025. The enrollment process may be completed at the school site. The enrollment is considered complete upon return of all registration materials **with parent signature and first payment of services**. Additionally, before an enrollment can be complete the school must verify that a seat for your child in the program is available.
- \_\_\_\_\_ **PROGRAM WITHDRAWAL/CHANGES** You must communicate with the **SCHOOL OFFICE** of your intent to release your child's seat in the program. A refund will be issued for unused months for payments made in advance. **No pro-rated rates.**
- \_\_\_\_\_ **PROGRAM FEES:** Fees for the ELO-P are calculated on the number of school days and then divided by the number of school months to allow for equal payments. **All fees are due in advance.** Fees may be paid in advance such as monthly, quarterly, semi-annually, or yearly. A discount will be applied for those who opt to pay semi-annually or yearly. **Make all checks payable to Chicago Park School.**
- \_\_\_\_\_ **ILLNESS/ABSENCE CREDIT:** Credit **will not be given for absences**. We must make employment commitments to employees that cannot be altered without formal action taken within legally prescribed timelines.
- \_\_\_\_\_ **DROP-IN ARRANGEMENTS:** Students may participate in the ELO-P on a drop-in basis **if space is available**. Please call the school office by 11:00 a.m., should you wish to utilize the drop-in attendance option. A drop-in fee of \$17.00 per day will be assessed and is payable on day of attendance.
- \_\_\_\_\_ **RETURNED CHECKS:** In the event that an individual has a check made payable to the district returned for any reason twice in a single school year, the District requires that all payments be made in cash, cashier's check, or by money order. **A \$10.00 fee will apply.**
- \_\_\_\_\_ **BILLING/PAYMENT QUESTIONS:** In the event you have a question about your account, please contact the school office.

As the parent/guardian of \_\_\_\_\_, I agree to pay all fees associated with the Chicago Park School District Expanded Learning Opportunities Program as stated in this contract.

Start Date: \_\_\_\_\_

My child will participate: \_\_\_\_\_ Full Time (M-F) - \$1,900.00 per year  
\_\_\_\_\_ Part Time (*No more than 2 days/week*) - \$1,070.00 per year  
\_\_\_\_\_ Drop-in - \$17 per day payable on day of attendance

**CHICAGO PARK SCHOOL DISTRICT EXPANDED LEARNING OPPORTUNITIES PROGRAM 2025/2026 PAYMENT SCHEDULE AGREEMENT**

Please circle your payment plan choice:    *Annual*    *Semi-Annual*    *Quarterly*    *Monthly*

***FULL TIME***

**Annual Payment**

\$1,800.00 due at time of enrollment

**Semi-Annual Payment**

\$900.00 due on August 13, 2025

\$900.00 due on January 10, 2026

**Quarterly Payment**

\$475.00 due on August 13, 2025

\$475.00 due on November 15, 2025

\$475.00 due on February 13, 2026

\$475.00 due on May 2, 2026

**Monthly Payment Plan (10 equal payments)**

\$190.00 due upon enrollment, then the 1<sup>st</sup> of each  
following month through May 1, 2026

***PART TIME***

**Annual Payment**

\$1,000.00 due at time of enrollment

**Semi-Annual Payment**

\$500.00 due on August 13, 2025

\$500.00 due on January 10, 2026

**Quarterly Payment**

\$267.50 due on August 13, 2025

\$267.50 due on November 15, 2025

\$267.50 due on February 13, 2026

\$267.50 due on May 2, 2026

**Monthly Payment Plan (10 equal payments)**

\$107.00 due upon enrollment, then the 1<sup>st</sup> of each  
following month through May 1, 2026

Deposit of checks can take up to one (1) month due to the cyclical times of our workload in the District Office.

As the parent/guardian of \_\_\_\_\_, I acknowledge receiving, reading and agree to abide by the guidelines in the Chicago Park School District Expanded Learning Opportunities Program 2025/2026 contract.

The undersigned have agreed to the policies, procedures and financial obligations of the Chicago Park School District Expanded Learning Opportunities Program as stated in this contract. Any person financially responsible, other than the parent/guardian must sign.

\_\_\_\_\_  
Mother or Father/Legal Guardian Signature      Home Phone Number \_\_\_\_\_      Date \_\_\_\_\_

\_\_\_\_\_  
Financially Responsible Party (if other than parent or guardian)      Cell Phone Number \_\_\_\_\_      Date \_\_\_\_\_

\_\_\_\_\_  
School District Representative      Work Phone Number \_\_\_\_\_      Date \_\_\_\_\_

E-mail address: \_\_\_\_\_