

# MVLCS Elementary Extended Care 2023-24 Payment Option Agreement

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

I understand that this agreement is for the length of the 2023-24 school year. Monthly payments will be charged to my Blackbaud Tuition account on my Blackbaud Tuition due date.

## **PROGRAM OPTIONS**

### ***Pre-Paid Monthly Program Rates:***

\_\_\_\_\_ Before & After School     \$300     (7:00 a.m.-8:00 a.m.; 3:15 p.m.-5:30 p.m. and Minimum Days)

\_\_\_\_\_ After School ONLY     \$250     (3:15 p.m.-5:30 p.m. and Minimum Days)

The above two plans will cover any half days of school throughout the year, as well. However, you **must** still sign up online with Acuity Scheduling for the days you are reserving.

\_\_\_\_\_ Before School ONLY     \$100     (7:00 a.m.-8:00 a.m.)

Before school program will not cover any half days of school.

### ***Online Appointments (Only):***

\_\_\_\_\_ \$10 per hour rate

\_\_\_\_\_ Faith Family Discount (Sibling attends our partner school Faith Middle School/High School OR Parent works at Faith MS/HS).

I understand that using the Faith Discount or \$10 Hourly option **ONLY applies when I sign my child up using the Acuity online scheduling site <https://ExtendedCareSignUpLink.as.me/>**.

If not signed-up on Acuity and should my student be dropped off before 8:00 a.m. (7:45 Faith Sibling) or if my student is not picked up by 3:15p.m. (3:45 Faith Sibling), I will be charged a \$40 Drop-In rate for the day. If not picked up by 12:45 on minimum days, I will be charged a \$40 drop in rate until 3:15 and then, another \$40 past 3:15 for extended care hours.

## **PAYMENTS, LATE PICK-UP FEES AND SCHEDULING**

***Payments*** – All Extended Care charges will be billed monthly to your Blackbaud Tuition account. Your monthly due date will be the same as your child's tuition due date (pull date). For Pre-Paid Monthly Options (Before & After, Before Only, After Only), these charges will automatically roll over each month. Any *changes* to your Extended Care monthly plan must be submitted in writing to the school office two (2) weeks in advance of your Blackbaud Tuition pull-date.

For the \$10/hour option, your Extended Care fees will be updated into Blackbaud Tuition daily. However, the total amount will be due on your tuition pull date once a month. Therefore, **your amount due will change often so we encourage families using this option to check their Blackbaud Tuition accounts as needed.**

**Late Pick Up Fees**– MVLCS Extended Care closes promptly at 5:30 p.m. **A flat rate of \$25 will be charged to those picking up students after 5:30 p.m.** In addition, a \$5.00 per minute fee will be charged at 5:35 p.m. Families that are consistently late picking up their students will be asked to make other child care arrangements.

**Withdrawal** – In order to withdraw a student from this program, a two- week prior to Blackbaud Tuition pull date written notice must be given to the school office prior to the date of withdrawal and fees are to be paid up to the end of the month.

**Termination** – This agreement may be terminated at any time. Refunds will not be made if a student is terminated from the program. Chronic lateness or a child’s misbehavior may be considered cause for termination from this program.

**Hours** – The Extended Care program is open from 7:00 a.m. to 8:00 a.m. and 3:15 p.m. to 5:30 p.m. Monday through Friday except holidays when the school is closed, as marked on the school calendar. Students **are not** to be dropped off prior to 7:00 a.m. and must be signed in and out by authorized adult.

### **ACUITY ONLINE SCHEDULING**

Please sign up your student (s) for Extended Care using link below: <https://ExtendedCareSignUpLink.as.me/>

You may also view this short instructional video on how to use the Acuity scheduling site at <https://youtu.be/JY80Zb7eUfE>. \*Remember to put **your child’s name** down for the sign-up, because that is what’s listed on the roster for the day. Hard to track some last names when they are not the same as student’s.

Acuity allows you to sign up for multiple days/months in advance. This is encouraged.

I have read and understand the MVLCS Extended Care 2023-24 Payment Option Agreement. I will uphold and abide by the fees, rules, policies and procedures of the program and know they may be subject to change at the discretion of the administration, acknowledging that I will receive a two (2) week (calendar days) notice of any changes.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Parent/Guardian Name