

2017-2018 Parent Handbook Policies and Procedures Agreement

The Good Earth Montessori/GEM Charter School Parent Contract Handbook describes important information about Good Earth Montessori and GEM Charter School and I understand that I should consult the Office regarding any questions not answered in the handbook.

Since the information and policies described are necessarily subject to change, I acknowledge that revisions to the handbook may occur. All such changes will be communicated through notices, and I understand that revised information may supersede, modify or eliminate existing policies. The Executive Director and/or the GEM Charter School Board have the ability to adopt any revisions to the policies in this handbook.

I have received the handbook or I have agreed to locate the handbook online at www.goodearthmontessori.com and I understand that it is my responsibility to read and comply with the policies contained in this handbook and any revisions made to it.

Parent Handbook (Initial)

_____ I agree that I have read, understand, and will comply with all statements made in the Parent Handbook.

Photography Use Authorization (Initial)

_____ I agree that all photos taken by Good Earth Montessori/GEM Charter School staff members will be kept as records and may be published in newsletters, yearbook, and the school's internet presence.

School Roster Authorization (Initial)

_____ I agree that my name, my child's name and classroom may be listed in Good Earth Montessori/GEM Charter School's internal phone book to be distributed to all other current families and staff members.

Additional Fee Responsibility (Initial)

_____ I agree that I understand that if my child used before and after school hours I am responsible for paying the fees by the 18th of the month. I also understand if I am late paying there will be a 10% late fee. (see pages 4,5 and 6 in parent handbook)

_____ I agree that I understand that all Charter and Private Parents are required to pay a supply and activity fee for the school year for their first child and a reduced rate for each child thereafter. This fee includes the monthly cook a lunch day, a subscription to TOMORROW'S CHILD, arts and craft supplies, pencils, paper and snacks. The supply fee is \$150 if paid in full, \$160 if paid in 2 payments of \$80 and \$175 if paid \$17.50 monthly.

Agreement to Be Involved with the School & Volunteer Commitment (Initial)

_____ I agree to the best of my ability to support the school with community functions including but not limited to:

- Parent Teacher Conferences
- Parent & Community Education Evenings
- Community Gatherings
- Fundraisers
- Parties

Absence Notification Responsibility (Initial)

_____ I understand that **I must contact the school by 10 am** whenever:

- My child is ill or absent.
- There is a change in address or phone number.
- There is a change on the Emergency Information Form.

Parent's Name _____ Parent's Signature _____
Please Print

Student's Name _____ Teacher _____ Date _____