

Policy

First Reading 1-28-16

C.A.R.E. PROGRAM (Extended School Day Child Care Program)

The Board of Education recognizes the needs of children who require adult supervision outside of the school day as well as the needs of their parents/guardians for safe, reliable child care services before and after the school day. Therefore, the Board of Education directs the Superintendent to implement an extended school day child care program – C.A.R.E. (Culture-Arts-Recreation-Enrichment) Program for students in grades kindergarten through six.

The C.A.R.E Program will be operated through an enterprise fund. The district will provide facilities for the Program. Funding for the staff, supplies and other costs associated with the Program will be provided by tuition and charges to the participants of the Program.

The C.A.R.E. Program shall be operated on a non-profit basis. All monies derived from the operation, maintenance or sponsorship of the CARE Program shall be deposited in the CARE Program Account, a special bank account, in the same manner as other monies belonging to the school district.

Reports shall be submitted monthly to the Assistant Superintendent for Business/Board Secretary and shall include a listing of all receipts and disbursements. Book balances shall be reconciled with bank balances. All applicable financial documents shall be retained for examination as part of the annual audit required by law and code.

The Board of Education will annually approve the schedule of student fees for the Program. Payment of student fees is due at the time of registration. Families participating in government subsidy programs must file all applicable forms and follow all terms of those subsidy programs. Information regarding financial assistance providers, to the extent available, will be given to C.A.R.E. Program participants upon request.

In a case of financial hardship, and with the approval of the Superintendent, student fees for the Program may be waived for up to 45 days or until the next regular Board of Education meeting. The Superintendent in making this determination should consider any outstanding monies owed to the Program by the participant; the number of times hardship has been claimed; and whether or not the participant has availed themselves of any financial assistance programs. The Superintendent must inform the Finance Committee of this waiver at the next meeting of that Committee. The Board of Education, on a case by case basis, will then review the recommendation of the Superintendent and with a majority vote of those present may elect to waive the fee for a period of time up to and including the balance of the school year.

The C.A.R.E. Program will be available to Franklin Township Public School students in grades K-6. No student, age 13 or older, shall be registered in the C.A.R.E. Program.

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In the event that the a student in the C.A.R.E. Program turns 13 years of age during that school year, they shall be permitted to utilized the services of the C.A.R.E. Program until the end of that school year.

C.A.R.E. Program applicants must complete the registration process and pay the applicable fees. Both before the school day (AM) and after the school day (PM) care services will be offered to students in grades K-4. Only after the school day (PM) care services will be offered to students in the 5th and 6th grades.

Parents/Guardians are required to transport their child to an AM C.A.R.E. session and from a PM C.A.R.E. session. Upon enrollment in the C.A.R.E. Program, district bus service will be discontinued. Upon withdrawal from the C.A.R.E. Program, district bus service will be re-instated. However there may be a delay between withdrawal and receipt of a new bus pass, during which time parents/guardians are responsible for transportation.

Parents/Guardians are required to sign their child in for each AM session and sign out their child for every PM session. Students may not sign themselves in or out. C.A.R.E. students must be picked up promptly at the designated time. A student may be removed from the C.A.R.E. Program if a parent/guardian persistently fails to pick up their child promptly. No credit will be given for days that a student does not attend the C.A.R.E. Program or for days that the Program is cancelled by the District in emergency situations.

The focus of the C.A.R.E. Program is to provide enrichment and social interaction, however concepts learned in school are reinforced and homework time is provided. As Franklin Township Public School students, C.A.R.E. participants are subject to the rules and regulations of the district and the Student Code of Conduct.

The Board directs the Superintendent to provide information to all participants regarding the normal operating hours of the program; any exceptions to those normal operating hours; applicable student tuition fees; any additional fees; payment schedule information and payment options.

Adopted:

Legal References:	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:4-14	Uniform system of bookkeeping for school districts
	<u>N.J.S.A.</u> 18A:25-2	Authority over pupils
	<u>N.J.S.A.</u> 18A:33-1 <u>et seq.</u>	Facilities in general
	<u>N.J.S.A.</u> 18A:37-1 <u>et seq.</u>	Discipline of Pupils
	<u>See particularly:</u>	
	<u>N.J.S.A.</u> 18A:37-15, -15.1	

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Legal References:
(continued)

<u>N.J.A.C.</u> 6A:14-2.8, Appendix A	Discipline/suspension/expulsions
<u>N.J.A.C.</u> 6A:32-13.1 <u>et seq.</u>	Student Behavior
<u>N.J.A.C.</u> 6A:23-1.1 <u>et seq.</u>	Finance and Business Services
<u>N.J.A.C.</u> 6A:26-1.1 <u>et seq.</u>	Educational Facilities

Cross References:

1000/1010	Concepts and roles in community relations; goals and objectives
3000/3010	Concepts and roles in business and noninstructional operations; goals and objectives
3510	Operation and maintenance of plant
5131	Conduct/discipline
5131.1	Harassment, Intimidation and Bullying

Key Words

CARE, After school program, day care