Adventure Club
After School Program
2017-2018 Program Guidelines
For Parents & Guardians

Judson Independent School District
Adult & Community Education

Converse ES • Copperfield ES • Coronado Village ES •
Crestview ES • Elof ES • Franz ES • Hartman ES • Hopkins ES •
Masters ES • Miller’s Point ES • Olympia ES • Park Village ES •
Paschall ES • Rolling Meadows ES • Salinas ES •
Spring Meadows ES • Woodlake ES •

For questions or concerns please contact:

Adult & Community Education
9695 Schaefer Road, Building B
Converse, Texas 78109

Geri Greene, Liaison (210) 619-0429/(210) 410-0939
gsamuelsgreene@judsonisd.org

Tamara Westbrook, Assistant Liaison (210) 619-0428/(210) 238-2100
twestbrook@judsonisd.org

Revised 05/04/17
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PARENTS: PLEASE READ THIS HANDBOOK VERY CAREFULLY. CHANGES HAVE BEEN MADE AND NEW POLICIES ADDED TO THE 2017-2018 PARENT HANDBOOK.
Statement of Purpose

The JISD Adventure Club is a school-based program designed to provide opportunities for children to access academic, enrichment, social and recreational experiences in a before and/or after-school environment that is safe, drug free, and supervised.

Statement of Goals

- To provide educational, enrichment and recreational activities that help to develop each child’s educational competence, physical and social development, and community involvement.
- To provide an After School program to address the immediate safety needs of JISD students.
- To provide a flexible program that fits the needs of the students and those of today’s busy parents.
- To help students better relate to others and to recognize the differences that make a person unique while working and playing together.

Welcome to Adventure Club!

The Judson ISD Adult and Community Education department recognizes the need to address the problem of the district’s elementary school-age children who go home to an empty house after school. We have developed an Adventure Club After School Program concept that we believe stands out as a viable solution in meeting the needs of the “latchkey” child as well as staying within the realm of goals and objectives of both Judson ISD and the Texas Education Agency. This after school program will strive to provide age appropriate enrichment activities while enhancing self-motivation, social skills, improved study skills, and overall student safety.

To ensure your child’s success in Adventure Club, please review our guidelines and sign the Parental Acknowledgement, and the Photo/Video Release forms at the end of this document.

Parental Expectations

Parents may expect that:
- Their children are in a safe, supportive environment.
- They may visit with the Adventure Club staff about concerns related to their child or the program.
- As required, they will be informed about misbehavior on the part of their child so that, as a team, we can bring about desired improvement.
- They will be informed promptly if their child does not arrive at the program according to his/her enrollment information.
- They will be regularly informed about program activities.
Child’s Expectations

Children may expect to:
• Have a safe, supportive and consistent environment.
• Use all the program equipment, materials, and facilities on an equal basis.
• Receive respectful treatment.
• Receive fair discipline.
• Receive nurturing care from staff members who are actively involved with them.

Adventure Club Program Expectations from Parents/Guardians

The program expects that parents will:
• Keep the child’s registration information up-to-date.
• Follow our attendance, pick-up and payment policies.
• Follow the health policy as explained in the Judson ISD Student-Parent Handbook.
• Contact the Adventure Club site supervisor by note or by phone before 2:00 p.m. if their child will not be attending on a scheduled day.
• Pay close attention to any communications from Adventure Club After School Program staff regarding their child’s behavior and cooperate in efforts to improve behavioral problems.
• It is unacceptable for a parent/legal guardian to express hostility in any manner toward a JISD staff member or JISD participants. This will result in immediate suspension or dismissal of your child from the program and possibly contacting the local police department (i.e., use of foul language, physically touching a staff member, expressing anger in front of the children in the JISD program, expressing anger toward children in the JISD program, etc.)
• Parents/guardians are responsible for providing transportation.

Adventure Club Program Expectations for Children

• Be responsible for their actions.
• Be able to participate in large group activities.
• Respect the school rules and staff that guide them during the day and while at the program.
• Remain with the group and the Adventure Club staff at all times.
• Take care of materials and equipment properly and return them to their place when done, or before taking out new ones.
• Arrive at the program promptly, according to the enrollment information.
Program Description

Adventure Club staff members strive to capitalize on the interests and developmental needs of the child, while encouraging them to utilize their own special talents and skills. Emphasis is placed on facilitating the child’s success in socialization, enrichment, and recreation through a variety of experiences. Although activities do contain structure, there is always an allowance for spontaneity. Activities are balanced in terms of staff directed/child-initiated, group/individual, active/inactive experiences to allow for variety. In planning activities, staff members try to keep in mind the content and style of the activity, characteristics of the school and community and resources available to them. Our staff has a basic plan to promote the consistency of a daily routine. The daily plan requires consistent scheduling for recreation, snack, homework, etc.

Administration

The Adventure Club program is a function of the Judson Independent School District and follows the JISD district’s published policies and procedures. The Judson ISD Adventure Club program’s administrative staff consists of the Executive Director of Student Support Services, Coordinator of Adult and Community Education, the Adventure Club Liaison, the Adventure Club Assistant Liaison, the campus Adventure Club Supervisor and staff. Program policies, staff, curriculum, accountability and finances are all monitored by the Adult and Community Education department.

Adult and Community Education works in cooperation with the principals from each Adventure Club school site regarding discipline, staff, and the ongoing monitoring of the program. A cooperative arrangement between the Adult and Community Education Department and the Judson ISD Child Nutrition Department insures an appropriate daily food and beverage snack for all children enrolled in the program.

Absences

If your child is ill, when you call the school to report the illness or pick up your child from school, please request the school secretary to put a notice of the child’s absence in the Adventure Club mailbox or please call the Adventure Club site supervisor directly. Absences without prior notification may be mistaken for a missing child and cause unnecessary concern and time searching for the child. If a child does not arrive at the program as intended, the Adventure Club staff will attempt to contact the parents at work or home. If the parents cannot be reached, the Adventure Club staff will then call the individuals listed under the emergency contact list.
**Late Pick-Up**

At 6:00 p.m. the Adventure Club staff is officially off duty. The school’s clock will be used as the official timepiece. Pick-up after this time is considered a “late pick-up.” The Adventure Club staff will remain with your child until you arrive, but you will be charged a late pick-up fee. A $1.00 per minute, per child fee is assessed after 6 p.m. This late fee is due at the time of pick-up or no later than 12:00 the next day*. Your student will not be allowed to attending until all fees are paid. After the third late pick-up your child could be dismissed from the Adventure Club program.

*If paying with cash, you must pay the exact amount or any overage will be applied as a credit to your next month’s tuition. Payments can be made online.

When a parent has not arrived by 6:15 p.m. and has not contacted the Adventure Club, every attempt will be made by the staff to contact the parents, the people listed under emergency contacts and “designated pick-up persons.” If we cannot reach you or any of the other persons listed by 6:30 p.m. and no one has arrived to pick up your child, we will contact the appropriate police department to determine whether the responsible party has been involved in an emergency situation. If you or the responsible people are involved in an on-going emergency, contact your local police department and request that they notify the Adventure Club. Additionally, the prearranged “designated person” to pick up the child should be called and you should request them to pick up your child.

Both of the parents or guardians of a child are responsible for following the Adventure Club policies and procedures, regardless of which parent or guardian enrolled the child.

**Health and Safety**

If your child has a known medical condition (asthma, diabetes, seizure disorder, etc.) please be sure this information is recorded on the registration and the Adventure Club staff knows what care you suggest if a problem should occur during Adventure Club hours.

**If you request to have your child abstain from any activities for any reason, you must submit that request to the site supervisor in writing.**

**If your child has asthma and needs to self-administer asthma medications, you must provide Adventure Club with a copy of the SCHOOL ASTHMA ACTION PLAN as outlined by the JISD Health Services Department.**

*If a child has any one of the following conditions, the parents of the child will be notified to pick up the child immediately: contagious disease; fever over 100 degrees; vomiting or diarrhea; accident requiring medical attention.*

The Adventure Club staff will provide care for children who are ill or injured, following the guidelines and policies governing regular school days. Emergency contacts will be made according to the information provided on the child’s registration form. Minor injuries (small cuts, bruises, scrapes) will be treated by the Adventure Club staff. In serious cases, the child
may be taken to the local hospital by emergency vehicle. This is a decision that will be made by the responding paramedics. The parents will be called immediately in serious cases to include any head injuries. **Judson ISD does not assume any financial responsibility but will provide/arrange for emergency care.**

Texas law requires caregivers to report suspected cases of child abuse. This includes the reporting of parents who appear to be impaired by drugs or alcohol. The Adventure Club personnel are directed to make every effort to keep a child from getting into a car with a parent who they feel might be under the influence of drugs or alcohol. If needed, they will call the police to drive the child and parent home.

**Homework & Tutoring**

Children may receive homework assignments during the regular school day. A quiet place will be provided each day for students to do homework while attending Adventure Club. Although our after school staff will supervise the children during homework time and will assist as appropriate, they cannot take responsibility for the completion of the homework. The District asks parents to help their child by providing the time, place, cooperation and encouragement needed to complete assignments. Children should be reminded to take their books, work and supplies to school each day. We DO NOT provide pencils, paper or any other supplies needed for homework completion. To promote responsibility, children are generally not allowed to call home for forgotten work or supplies.

*Please send us a note if you do not wish for your child to do his/her homework during Adventure Club. As required, Adventure Club will provide alternate materials for your child during homework time such as books or worksheets; or you may send your own resource materials.*

Some schools may offer occasional tutoring programs administered by JISD certified teachers. Adventure Club fully cooperates with any school requirements regarding student participation at tutoring. If your child attends any extra-curricular activities, please put it in writing and give it to the Adventure Club Supervisor.

**Operating Schedule**

The Adventure Club program operates between the hours of 2:45 p.m. and 6:00 p.m.. The program coincides with the Judson Independent School District student attendance calendar at the individual school; therefore, it does not operate during school holidays, school closing due to inclement weather, or teacher in-service days. In the event of early dismissal of school due to inclement weather or emergency closing, and it is during Adventure Club hours, Adventure Club will stay open until every child is safely picked up. However, please pick up your child as soon as possible so that our staff can leave safely as well.
Parties

The Adventure Club follows the district policy regarding parties. Birthday parties are not permitted. Holiday/special day parties and educational presentations will be held during Adventure Club at the discretion of the After School Program Liaison.

Registration and Enrollment

The Judson Adventure Club program encourages children of all backgrounds to attend. The program does not discriminate on the basis of sex, race, color, national origin, ethnic background, or religion.

Children enrolled in the Adventure Club program must be in grades Kindergarten through 5th (ages 5-12) AND enrolled in the school.

All registrations must take place through the Adventure Club office or online. Children who cannot be immediately enrolled (because of a full program) will be placed on a waiting list. The parent/guardian must complete a registration in person at the Adventure Club office or online. **We no longer take registration at the Adventure Club campus sites.** For your child’s safety, the program expects the registration information to be kept current, including physical and medical limitations. *This includes but not limited to emergency contact people, designated pick-up people, work phone numbers, addresses, etc.*

If a child(ren) is in the custody of a legal guardian, a copy of the court documents must be submitted at the time of registration or the child(ren) will not be allowed to register or attend until those documents can be provided. If there is a custody situation where court documents exist, restricting access to your child, you must provide Adventure Club with a copy of the official court orders.

As of July 1, 2017, Adventure Club will no longer accept “DROP-IN” students. Registration and monthly tuition must be paid in order for your child(ren) to attend the program.

Release of Children

Children are expected to arrive on time and to leave the program according to the information recorded by the parents/guardians on the application form. Each child enrolled in the Adventure Club will remain at the program site until picked up by an authorized individual or parent/guardian. The parent/guardian enrolling the child must stipulate in writing persons that may pick up their child. Parents and/or legal guardians cannot make changes on the registration form via phone. **All changes MUST** be made, in person at the Adventure Club office, with the site supervisor, or online registration account. The person making those changes must show a valid picture ID and be at least 16 years of age.
ALL PERSONS arriving to pick up a child will be asked for a valid, picture identification (i.e., Driver’s License, State Identification Card, or Military ID card, if sibling is 16 years of age or older they must have a school ID). You must be prepared to present picture identification at all times. This is for the safety of your child. Only those individuals designated by the enrolling parent/guardian will be permitted to sign the child out of the program. In accordance with Texas law, JISD cannot legally keep a child from his/her natural parents unless we have a court document on file to that effect.

To ensure the safety of your child, please make sure all information and documents are up-to-date. All Adventure Club children must have alternative and emergency pick-up arrangements.

Children will not be permitted to leave the program area to “assist” classroom teachers unless you have specifically addressed this in writing. JISD cannot accept responsibility for supervision when the student is not in the immediate care of Adventure Club staff.

**Snacks**

Elementary schools are required to follow nutrition rules established by the National School Lunch Program. Snacks are served daily in the Adventure Club program arranged through Judson Child Nutrition Department. Should your child have an allergy or condition that prevents him/her from eating certain foods, that information should be noted on the registration.

If a parent does not want his/her child to eat the JISD snack, the parent may choose to send a different snack for their own child but may not send food or purchase food for other students. The alternative snack must be a nutritional snack such as fruit, cereal bar or applesauce. Please do not send chips, soda or candy as a snack. The exceptions to the nutrition policy are the holiday/special day parties that can be held during Adventure Club at the discretion of the After School Program Liaison. Please contact the Adventure Club office for more information. If your student attends any activities during Adventure Club snack time, parents must provide a snack.

**Staff**

All staff members participate in in-service training, and are certified in CPR and First Aid.
**Valuables/Personal Property**

Students are responsible for the care and custody of personal items. The district cannot assume responsibility for lost or stolen items and recommends that valuable items such as cameras, jewelry, money, expensive clothing, electronic devices, cell phones, etc., are left at home. Students are not allowed to bring toys from home. Students’ personal property, coats, clothing, school bags, etc. must be cleared from the program area after each session. Any personal property which remains will be taken to the school office lost-and-found box.

Students are not allowed to possess cellular phones or paging devices during the after school day or while attending school sponsored activities during the after school day, on or off school property. Students may not send or receive text-messages during the after school day. This includes lunch periods and Adventure Club time. Students who violate this policy shall be subject to established disciplinary measures that will result in school staff confiscating the cellular phone or paging device and turning it over to the school principal. The Adventure Club Staff shall notify the parent within two days after the cellular phone or paging is confiscated. Parents may obtain the release of the cellular phone or paging device for a fee. If the parent does not respond or pay the fee, the district shall hold the confiscated cellular phone or paging device for 30 days after the initial notification. After 30 days, the police department will dispose of the cellular phone or paging device.

**Dress Code**

The District’s dress code will be strictly enforced during Adventure Club. This includes students attending the Adventure Club Summer Camp. The District’s Dress Code can be found online at: [http://www.org/district/StudentSupportServices/PupilServices/DressCode.cfm](http://www.org/district/StudentSupportServices/PupilServices/DressCode.cfm)

**Withdrawal Policy**

Students may be withdrawn from the Adventure Club for any of the following reasons:
1. Failure to meet appropriate behavior standards.
2. Refusal to follow program procedures and rules.
3. Verbal abuse, physical abuse or sexual harassment of student or staff member by student OR their parents.
4. Being in the wrong place or unauthorized departure from an activity site.
5. Three late pick-ups.
6. Child’s needs cannot be met by the program.
7. Parent or Guardian’s failure to provide required records.
8. Parent or Guardian’s failure to pay required fees on time as stated in policy.
9. If you child does not attend (for 10 or more school days), they will be dropped from the program. If they need to return, they may return only if space is available.

There are **NO refunds** on tuition if a student withdraws from the program, **for any reason**.
**Discipline**

Behavior standards for the children will be the same as in the regular school day. The children will know what behavior is expected, as well as the rewards and consequences of their behavior choices. The Adventure Club staff will work in cooperation with parents to solve discipline problems. A disciplinary problem is defined as one in which a child is hampering the smooth flow of the program by requiring constant one-on-one attention; inflicts physical or emotional harm on other children; physically and/or verbally abusing staff; or is unwilling to comply with the rules and guidelines of the program. If a child fails to comply with the rules and guidelines of the program, it will result in the child being written up on an incident report. Once the child has received three (3) incident reports, they will be dismissed from the program. Inability or unwillingness to meet appropriate behavior standards will result in the withdrawal of the student from the program. Depending on the severity of the situation, a child can be dismissed from the program at any time. When imposing discipline, the Adventure Club will follow the Judson ISD Code of Conduct outlined in the Judson ISD Parent/Student Handbook.

Please be aware the JISD Adventure Club program is not a behavior modification program. Children who continually disrupt or do not follow the Code of Conduct will be suspended or dismissed depending on the behavioral infraction.

Students not able to adjust to the program settings; display behavior that requires constant attention from the staff; inflicts physical or emotional harm on other students, themselves, or staff; and ignores or disobeys the rules which guide behavior during the program time may be dismissed from the program.

In most instances the following discipline procedures are utilized:
- 1st written write-up – parent notified.
- 2nd written write-up – parent notified.
- 3rd written write-up – parent notified – suspension or dismissal from the program.

*A student may be dismissed from the Adventure Club at any time, without reaching the third write-up, for serious infractions of policy and procedure. When a student is suspended, the tuition for that period will not be refunded or credited. If the child is dismissed, they cannot return until the following school year.*

All procedures and policies of the program are developed with the safety and care of the child as the primary concern.

*These guidelines are the minimum expectations for parents and guardians of students enrolled in the Adventure Club program. JISD policy and procedure is always in effect.*
ADVENTURE CLUB FEES AND PAYMENT INFORMATION

Current Fees

The Adventure Club After School Program is fee based. Our program does NOT receive state or federal funds.

- After school fees are paid monthly. The fee is a standard monthly rate per child.
- The monthly tuition fee is based on a daily rate. It is not based on number of weeks in each month. See page 14 for monthly tuition fees.
- There is a $35.00 non-refundable registration fee, per child enrolling in the Adventure Club After School Program.
- **NO discounts will be applied for the month of August.**
- Additional child discount - $10.00 discount per additional sibling per month
- Judson employee discount - $10.00 discount per child per month (only one discount per child/children)
- Fees for after school care cover the period from the time of school dismissal at 2:45 p.m. until 6:00 p.m. during the calendar year.
- A $1.00 per minute per child will be assessed for children picked after core operating hours. *Late fees are due at time of pick-up or no later than the end of the next business day.*
- Parents that are habitually late are subject to their child’s dismissal from the program.
- Please note: any child not picked up one half hour after the program ends for the day and there has been no contact from the parent, the child will be considered abandoned. Staff will contact the JISD Police to pick up the child.
- Registration fees are nonrefundable. No refunds or credits will be given for weeks or days not attended. These rates still apply during weeks that are shortened due to student holidays.
- **Credit/debit card payments** can be made online at judsonisd.revtrak.net, by phone or in person at the Adventure Club office.
- **PERSONAL CHECKS ARE NO LONGER ACCEPTED AS A FORM OF PAYMENT FOR ADVENTURE CLUB TUITION OR FEES.**
- Cash payments for tuition will ONLY be accepted at the Adventure Club office. Cash will be accepted at each Adventure Club site ONLY for late pick-up fees totaling $20 or less. All cash payments either at the Adventure Club office or site must be the exact amount due. **No change will be given.** Any overages will be applied as a credit to your next month’s tuition.
- **Any credits on the account must be used by May 31st of the current school year. If credit is not used, it will be forfeited.** Credits cannot carry over to Summer Camp.
Payment Deadlines

1. All payments are to be made on the first of every month payable to the Judson ISD. This policy also applies to employees of the school district.

2. Failure to pay fees on time will result in a 20% late fee and suspension from the program. To avoid paying a late fee, monthly tuition must be paid no later than 4:30 p.m. in person on the 5th day of each month in the office or by 11:59 p.m. online. (Online payments can be made even if the 5th falls on a holiday or weekend). This policy also applies to employees of the school district.

3. Your child(ren) will not be allowed to return to Adventure Club until all fees are paid in full.

Withdrawal notices can be sent in person or by email to:

Judson ISD Adult & Community Education
9695 Schaefer Road, Building B
Converse, Texas 78109

Attention:

Geri Greene, Adventure Club Liaison at gsamuelsgreene@judsonisd.org
or
Tamara Westbrook, Adventure Club Assistant Liaison at twestbrook@judsonisd.org

4. Parents paying tuition with cash, must do so in the Adventure Club office and have the exact amount of the payment due. Any payment overage will be applied as a credit to your next month’s tuition. No change will be given.. (Credit’s will not carry over to the next school year or Summer Camp tuitions).

5. The person who signs the registration agreement is solely responsible for insuring payment fees are paid and remain up-to-date.

6. To pay by credit card (Visa, MasterCard, or Discover), please go to judsonisd.revtrak.net, click on the Adventure Club button, select your student’s school and choose your payment option. Follow the instructions. You must have your child’s student ID number.

7. To pay by credit card (Visa, MasterCard or Discover), please go to judsonisd.revtrak.net, click on the Adventure Club button, select your student’s school and choose your payment option. Follow the instructions. Please note: You must have your child’s student ID number in order to make online payments.
Monthly Fee Chart

In order to better serve our parents and for your convenience we have set up the following payment plan. The total fees for the school year have been divided into ten (10) monthly payments based on the months school is in session with the first payment due before the first day of school, **August 28, 2017**, and the last payment due on **May 1, 2018**.

**We do not pro-rate our fees.** We recognize all school holidays in the Judson ISD. **All payments are due on the first day of the month.** A **20% late fee will** be assessed for all tuition payments made after the **5th of each month.** If payments are not received by the 5th of each month, your child(ren) will NOT be allowed to return to Adventure Club until all fees are paid in full.

Should you have any questions or concerns please contact:

**Geri Greene** at 210-619-0429 or by email at **gsamuelsgreene@judsonisd.org** or

**Tamara Westbrook** at 210-619-0428 or by email at **twestbrook@judsonisd.org**.

### Monthly Fees

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<td>$40.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>September</td>
<td>$140.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>October</td>
<td>$140.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>November</td>
<td>$140.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>December</td>
<td>$105.00</td>
<td>$115.00</td>
</tr>
<tr>
<td>January</td>
<td>$140.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>February</td>
<td>$140.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>March</td>
<td>$140.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>April</td>
<td>$140.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>May (thru June 8)</td>
<td>$140.00</td>
<td>$150.00</td>
</tr>
</tbody>
</table>
PARENT ACKNOWLEDGEMENT

Please sign both copies and return the office copy with enrollment form and the photo/release form to the Adventure Club office. The parent copy and the handbook are yours to keep.

I hereby acknowledge that I have received a copy of the Judson ISD Adventure Club Program Guidelines for Parents and Guardians for the school year 2017 – 2018.

______________________________  ___________ _______
PARENT/LEGAL GUARDIAN SIGNATURE   DATE

______________________________
PRINT NAME/LEGAL GUARDIAN NAME

CHILD OR CHILDREN ENROLLED IN THE PROGRAM:

______________________________  GRADE
NAME

______________________________  GRADE
NAME

______________________________  GRADE
NAME

______________________________  GRADE
NAME
PARENT ACKNOWLEDGEMENT

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____________________________________  ___________ _______
PARENT/LEGAL GUARDIAN SIGNATURE   DATE

_________________________________________
PRINT PARENT/LEGAL GUARDIAN NAME

CHILD OR CHILDREN ENROLLED IN THE PROGRAM:

______________________________________  ___________ _______
NAME        GRADE

______________________________________  ___________ _______
NAME        GRADE

______________________________________  ___________ _______
NAME        GRADE

______________________________________  ___________ _______
NAME        GRADE
Dear Parent,

The State of Texas allows media outlets to videotape or photograph public school students without prior parental consent.

However, for students less than 18 years of age, written parental/guardian consent must be granted in order for school district personnel to photograph or videotape a student for publication or reproduction in mediums other than news (media) coverage. This could include campus and district related publications such as newsletters, fliers, and web sites.

Please sign and return this form to your child’s campus Adventure Club if you consent to have your child photographed for reproduction in school or district related publications.

I hereby certify that I am the parent or guardian of ________________________________ AND ________________________________

__ I consent to allow my child to be photographed and/or videotaped for use in school or school district publications.

__ I do not consent to allow my child to be photographed and/or videotaped for use in school or school district publications.

_________________________________________                _______________________
Signature of Parent of Guardian                                                                                       Date

_________________________________________          _______________________
Print Name of Parent               School

Directory Information

Under Judson ISD policy, directory information is considered public information.

Judson ISD policy defines directory information as the following: the student’s name, address, telephone listing, electronic mail address, photograph, date and place of birth, dates of attendance, grade level, enrollment status, participation in officially recognized activities and sports, honors and awards received, and the most recent educational agency or institution attended.

Parents/guardians may refuse to permit the District to designate any or all of the above information about a student as directory information by notifying the district in writing within 10 days of receipt of the Student Handbook.