

Co-Op North Policies

COMMITTMENT

The success of Co-Op depends upon the active and committed involvement of all the families who register for a specific year. Your registration is a sign that you are committed to faithfully attending the Co-Op School, unless you are prohibited by circumstances beyond your control (illness, family crisis, etc.). Your registration is also a sign that you will be committed to the classes that you are assigned to teach/help. This commitment involves notifying all necessary parties if you are unable to attend co-op. (See next note.)

ABSENCE

In case of absence, one of the following should be done as soon as possible.

- **TEACHER:** 1) Contact the helpers of all your classes supplying them with your lesson plan for the day and any needed materials. 2) Contact a committee member.
- **HELPER:** 1) Contact the teachers of all your classes. 2) Contact a committee member.

CANCELLATIONS

- In the event of inclement weather, cancellations will be based upon the **Chambersburg** and **Shippensburg** school districts. If **EITHER** of these two school districts is closed or running on a delay, then Co-Op North is cancelled for the day.
- To make up the cancelled class, we will meet the following Tuesday which would be our off week.

CLEAN-UP

- Teachers and helpers will return classrooms to their original condition after each period. If time prevents clean-up between classes, please return to the classroom after third period to finish the job.
- Third period teachers must empty classroom trashcan into large trashcan in Parent Meeting Room.

CONDUCT

- Parents are responsible for their children until first period (9:45) and immediately after third period.
- Students are to stay in their classes until they are dismissed to their next class and then they must go straight to their next class.
- Running is not allowed anywhere in the building except in the gym during designated classes and times.
- Students are not to go downstairs.

DISMISSAL PROCEDURES

- Parents must sign-up to take turns monitoring children in the gym after co-op.
- After 3rd period, children should be escorted to the gym by teacher or helper.
- Monitors for that week must report to the gym.
- **Children must remain in the gym until their parents pick them up, then when picked up they must stay with their parents.**
- **Children are not allowed on the stage nor in the anti-rooms.**
- **Children are not to be roaming the halls.**
- Co-Op's and the church's gym equipment may NOT be used at this time.
- Parents must pick up children from gym ASAP. If you need longer to clean-up, talk to monitors.

FEES

Since Co-Op school is one of the benefits of membership in Mason-Dixon Homeschool Association, you must pay yearly dues to keep your membership in MDHSA current. For each year of Co-Op school you participate in, you will pay a family registration fee. Additionally, there may be class fees which cover the cost of copies or material used. If anyone defaults on payment for registration and/or class fees, he/she forfeits any rights to participate in any Co-Op School activities until payment is received in full, including any costs incurred as a result of the defaulted payment.

(MORE ON BACK)

GOALS AND OBJECTIVES

Within the first two weeks of the semester, teachers are responsible for preparing a list of goals and objectives for any class with children age five and above. Teachers will receive their class fees once they have turned in their goals and objectives. **Objectives should include spiritual/character building goals.** Make enough copies for your class and one extra for the committee and place in proper folder in Parent Meeting Room.

DAYCARE CHILDREN

Daycare children are welcome to attend Co-Op. If you are a daycare provider, you will pay a flat fee of \$25 per semester, no matter how many daycare children you are bringing. The entire amount should be paid to the Co-Op school treasurer by the second week of Co-Op. (Daycare children are NOT your own children.)

SHOWCASE

Showcase is the culmination of the Co-Op School year. It is held on the 16th week on a Monday evening and is a time to invite friends and family. Each class is asked to participate in the event by either doing a table display or making a brief presentation for the audience.