



# Los Alamitos Unified School District Extended Day Care Program Information

2018-2019 School Year

## Purpose

The purpose of the Extended Day Care Program is to enhance the growth of students (TK-8<sup>th</sup>) enrolled in district schools, through the provision of a safe, caring, and stimulating environment both before and after school.

## Enrollment/ Fees

A \$90 non-refundable registration fee is required to register for Extended Day Care (Kids Korner and/or The Outpost) for the school year. The fee is in effect from the first day of school to the last day of school and excludes the summer program. Charges are \$5.25 per hour with a ten-hour minimum, per child, per week, based on a 5 day school week. Parents/guardians are required to complete a monthly calendar each month scheduling and requesting the days/hours day care is needed. Hours of operation are 6:30 a.m. to 6:00 p.m., exclusive of the hours the students are in the regular classroom. Time used past the contracted time (per submitted calendar) is billed as Extra Time and will be charged at the current rate (\$5.25 per hour) the following month. There is no reduction in tuition or credit, due to hours or days missed, including illness, after-school activities, and/or suspension from school or day care. Tuition is billed to the nearest ½ hour per day. (For example: 2:15 to 4:30 p.m. = 2 ½ hours).

Registration applications are available on the District website ([www.losal.org](http://www.losal.org)) under the Extended Day Care page and will be accepted on a first-come, first-serve basis. **The following items must be completed/submitted to the Day Care Supervisor prior to admission to the program:** (1) A completed Extended Day Care Registration Application, (2) a completed Emergency and Student Information Sheet, (3) a signed Parent Responsibility Contract, and (3) a registration fee payment (Checks payable to LAUSD).

If you are requesting an inter-district transfer, you may enroll your child pending school site assignment. If you do not get approved to attend our district, please see your Day Care Supervisor to request a refund.

## Holidays/ Non-Student Days/ Full Day Rate

The Extended Day Care Program is open year round; however day care is closed on holidays and may be closed on other designated days. See our 2018-2019 Extended Day Care Calendar for more information. Day care will be available 6:30 a.m. to 6:00 p.m. at one or more Extended Day Care Centers during Winter and Spring Break and selected Staff Development and/or Non-Student Days for \$46 per child, per day (up to 11 ½ hours). Please address all further inquiries to the according supervisor listed below.

## Extended Day Care Centers:

**Hopkinson Elementary** (Rm. 14)  
12582 Kensington Road, Los Alamitos  
Nicole Cowan, Day Care Supervisor  
(562)799-4516 Direct Line

**McGaugh Elementary** (Rm. 49)  
1698 Bolsa Avenue, Seal Beach  
Megan Coats, Day Care Supervisor  
(562) 799-4575 Direct Line

**McAuliffe Middle School** (Rm. 52)  
4112 Cerritos Avenue, Los Alamitos  
Tamara Elenes, Day Care Supervisor  
(714) 816-3361 Direct Line

**Lee Elementary** (Rm. 21)  
11481 Foster Road, Los Alamitos  
Pam Tiano, Day Care Supervisor  
(562)799-4556 Direct Line

**Rossmoor Elementary** (Rm. 34)  
3272 Shakespeare Drive, Los Alamitos  
Kelly Peters, Day Care Supervisor  
(562) 799-4536 Direct Line

**Oak Middle School** (Rm. 38)  
10821 Oak Street, Los Alamitos  
Jenna Macias, Day Care Supervisor  
(562)799-4764 Direct Line

**Los Alamitos Elementary** (Rm. 26)  
10862 Bloomfield Street, Los Alamitos  
Lisa Schippert, Day Care Supervisor  
(714) 816-3316 Direct Line

**Weaver Elementary** (Rm. 31)  
11872 Wembley Road, Los Alamitos  
Tiffany Penick, Day Care Supervisor  
(562) 799-4588 Direct Line

**Extended Day Care Program Supervisor**  
Yolanda Mortensen  
(562) 799-4700 Extension 80496  
[ymortensen@losal.org](mailto:ymortensen@losal.org)

## Questions Most Often Asked by Kids Korner and/or Outpost Parents

### **My schedule never changes. Why do I have to turn a calendar in every month?**

Your calendar is a contract requesting hours/days day care is needed. We need a calendar from you every month so we can account for your child, purchase supplies and staff correctly (1 adult to 15 students).

### **What if my child uses less than the minimum hours required?**

You may still use our program, but the 10 hour minimum per week (that is based on a 5 day school week) will apply to every week your child attends. The Extended Day Care annual budget is based on the monthly tuition from each student enrolled. There are however, a few exceptions that apply strictly to:

- **Mornings only:** 5 hour per week minimum, per child. A minimum of 1 hour, per school day, per week will be charged.
- **Kindergarten students only:** 4 hour per week minimum can be applied to one hour of care after school every day but Wednesdays (Modified Days). *Please note: Kindergarteners who stay longer than one hour after school, even if it is only a few minutes, the 10 hour minimum will be applied for the week.* The one (1) hour minimum requirement can only be used directly following your kindergartener's regular dismissal time (or for early start kindergarteners) on Mondays, Tuesdays, Thursdays, and Fridays each week.
- **Modified Days (Wednesdays only):** 1 or 1.5 hour minimum, per child, according to the school's regular dismissal time. Please see your Day Care Supervisor for specific guidelines.

### **When is my child's tuition due?**

Monthly tuition is due on the first school day of the month. As stated in our contract, payment (of at least ½ of the tuition bill) must be paid and/or received by the 10<sup>th</sup> of the month in order to avoid the late fee. All tuition and/or balances must be paid in full by the 20<sup>th</sup> of each month, or your child/children will be dropped from the program until payment is received.

### **What if I need to change my calendar in the middle of the month?**

Changes will only be accepted up to the 3<sup>rd</sup> school day of the month once bills have been placed on student sign-in/out sheets. Hours may be added, if staffing permits, but cannot be deleted or switched with another day. A monthly calendar is due a month in advance, and the hours/days contracted from your calendar are then billed at the beginning of each month. Please submit your payment to your child's day care center. We ask you not to combine payments for students attending separate day care centers.

### **Do I pay \$5.25 per hour for care on Non-School Days, Spring Break, or Winter Break at Kids Korner and/or the Outpost?**

Charges for Non-School Days during the school year are \$46 a day/per child. Day care will be available from 6:30 a.m. to 6:00 p.m. at one or more sites. You will need to sign up and pay in advance. Weaver off track days may differ. Weaver parents, please see your Day Care Supervisor for off track days and rates.

### **Do I have to pay the 10 hour per week minimum if there is a Holiday or Non-School Day during the week?**

The week is prorated 2 hours per day times the number of school days in the week (based on your monthly calendar). There is no charge for holidays. For example, if Monday were a Holiday, the minimum for the week would be 8 hours (instead of 10 hours).

### **I paid the registration fee and now I don't need day care after all. Can I get my registration fee back?**

As stated in the contract, the registration fee is non-refundable. You have reserved a space for your child and may use day care anytime during the school year.

### **Do I have to pay tuition when my student is at an after-school activity such as music, sports, scouts, clinics, etc?**

Extended Day Care is responsible for your child before and after such activities, so there is no reduction in fees. Parents are required to notify the Day Care Center of any activities and to complete an Activity Release Form before each activity begins.