

Eckstein Community Learning Center Parent Information

GENERAL INFORMATION

Your Eckstein CLC is looking forward to providing exciting Out of School Time programs that will assist students in achieving academic and social success. CLC programs run from 2:40pm-4:40pm, Monday – Thursday. CLC activities start on Tuesday, January 19. Students have the opportunity to register for many different programs; ranging from academic, athletic, leadership, to the arts. CLC programs are free to all students and are funded by the 2004 Families and Education Levy. Snacks and transportation are provided for those attending activities. The Winter session will run until Spring Break. The Spring session will start shortly after Spring Break and run until June 10, 2010. Some classes will run during the Winter and Spring session while others might be offered during just one of the sessions.

CLC Rules and Expectations

- You MUST have a signed registration form to participate in CLC Programs.
- All school rules apply during CLC Programs.
- Students must remain on school grounds from 2:35 until 4:45pm.
- Students must arrive at their activity by 2:45 and remain until 4:30pm.
- If you miss 3 or more class sessions, you will be dropped.
- Be RESPECTFUL to others in class.
- DISRUPTIVE and UNSAFE BEHAVIOR will NOT be tolerated.

ABOUT US

The responsibility of the Eckstein Parks and Recreation and YMCA Community Learning Center is to plan and implement both in-school and after school programming for students. The Eckstein CLC utilizes the resources and knowledge of Seattle Parks and Recreation staff, YMCA staff, Seattle Public School staff, and outside community providers, in order to provide exceptional programming for students.

The Parks and Rec and YMCA Community Learning Center (CLC) is located in portable 10/11. The office number is (206) 252-5104. The Seattle Parks and Rec CLC Coordinator Connor Durham crdurham@seattleschools.org is accompanied by YMCA staff member Marnie Wolfe mkwolfe@seattleschools.org.

REGISTRATION

Registration forms for CLC programs are available in the front office, from the CLC office or on line. Once we receive registration forms they are put into our CLC attendance system and we complete a CLC Confirmation form that is delivered to your student. Things that commonly happen to delay this process are: Turning the forms in to a teacher and not the CLC office (portable 10/11) or CLC mailbox in the main office, and forgetting to circle the class(es) you want.

The CLC Confirmation form your child receives also lists the room number in which the class is held. Please have your student see the CLC office if they have questions.

WAITING LIST

Many classes have a limit to the number of students that are enrolled. Once that limit is reached a student not enrolled in the class is put on a waiting list. If a spot becomes available students from the waiting lists are chosen to fill those spots. A spot becomes available when an enrolled student drops the class or has three unexcused absences from that class. Waiting list students will be given priority for a particular class (i.e. Digital Photography, Cooking, etc.) if it is offered the next CLC session.

CANCELATIONS

If the CLC office knows more than two days in advance a class will be cancelled then an announcement will be placed in the school bulletin that is read to the school each morning. Regardless of when we learn of the cancellation we have CLC announcements delivered to students in that class stating the class is cancelled for the day and to go home their normal way at 2:35pm. An all school announcement is also made prior to the 2:35pm bell stating that a CLC class is cancelled. There are still students that don't listen to the daily bulleting announcements, don't receive their CLC Announcement about class cancellations, and fail to hear the end of the day announcement. If a student still shows up for a cancelled class they are given the option to attend another CLC class that has space or contact their parent for pick up.

There is **NO** CLC programs on early release days. For the Winter session there will be no CLC programs on February 2nd, 3rd, and 15-18th, and March 2nd and 3rd.

TRANSPORTATION

How does CLC after school transportation work?

If "Activity Bus" is checked your students name and Student ID number are sent to the Seattle Public Schools Transportation Department. From there your student is assigned a stop on one of our activity busses. Most areas in the Seattle city limits are served by our routes. Please remember that the Transportation Department may need up to 10 working days to assign an after school bus route. A student's regular school bus IS NOT the same bus during after school activities. If your student would like to attend a CLC program prior to being assigned to a afterschool bus they can be: picked up, get a metro token (if ok'd by parent), or the CLC office can work with the family to assign the student an existing stop that may be close to your home. Once a student is assigned a stop they may use that bus any day they attend a CLC program for the rest of the school year. If you need to make a permanent change to your student's CLC bus stop you will need to contact the Transportation Department at (206) 252-0900. The CLC Office is not allowed to change a

student's stop. Please note that it is your child's responsibility to get on the activity bus at 4:40pm. The CLC is not responsible for your child getting home if he or she is not on the activity bus when it leaves the school or other departure spot communicated to your child. Please send a note if your student will need alternate transportation (i.e. bus token, different stop, etc.).

Connor Durham and Marnie Wolfe
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