

**TUITION AND PAYMENT INFORMATION
 2024-2025 SCHOOL YEAR**

**Yellow Class**

* 2-3 years old
* Tuesday & Thursday 9:15 - 11:45 am
* $160.00/month

**Orange Class**

* 3-4 years old
* Monday, Wednesday & Friday 9:15 - 11:45 am
* $215.00/month

**Red Class**

* 4-5 years old
* Monday, Wednesday & Thursday 12:30 - 3:00 pm
* $215.00/month

Students must meet the minimum age requirement by August the 31st in order to qualify for all classes.

All students require a non-refundable registration fee of $120 and last month’s tuition are due upon admittance. The registration fee is non-refundable once a child has been accepted into class unless the class is canceled. Tuition is due on the 1st of each month beginning in September. Mid-year enrollment requires the deposit, first and last (May) month’s tuition before attending class.

**PAYMENT**
Checks should note the child’s name and class and be placed in the slot marked “Tuition” located in the center of the mailboxes in the office. Payments received after the 15th of the month will be subject to a late charge of $25. Tuition can be paid in advance. Please note which months are being paid on the check. Cash is not accepted.

**WITHDRAWAL**
Westside Cooperative Preschool requires written notice to be given to the Membership Chair 30 days prior to the actual termination date or the start date of the fall classes. Please email membership@westsidecooperative.com. At this time, the final month tuition deposit will either be refunded or utilized as tuition payment up to the actual termination date; providing tuition is not in arrears and weekend cleanup commitment has been fulfilled.

**SCHOLARSHIPS**We are happy to offer partial scholarships for interested families. They are available on a first come first served basis and are subject to verification that the family income requirements are met. Please review “Scholarship Information” in your Jovial Family Portal or contact the Treasurer or Membership Chair for more information.

**MEMBERSHIP REQUIREMENTS FOR WCP FAMILIES**

**PARENT HELPING**
Parents help in the classroom on a rotating basis and on average 2-3 times per month. There are two helpers per class. Parent helpers must arrive 15 minutes before class begins and allow 25-30 minutes after class for cleanup. For insurance reasons, children who are not enrolled in the class may not accompany parents who are parent helping. A mandatory Parent Help Training Session will be held before school begins in the fall. Parents who miss this meeting are required to read the Parent Handbook and observe the Parent Helpers for a class prior to starting your parent help requirement.

**PRESCHOOL JOB**
Your active involvement makes our preschool operate effectively, efficiently and economically. All families are assigned a job and serve on a specific team, which normally requires an average 4-6 hour time commitment per month.

**MEETINGS**
Attendance at Class Meetings is required. These will be held quarterly (Oct., Jan. and Mar.), Members are required to attend the All School Meetings held twice a year (Oct. and Jan.). All members are welcome but not required to attend the Board Meetings held monthly at the school. Any issues to be discussed need to be on the agenda ahead of time (see the Board President for this).

**SPSCC PARENT EDUCATION CREDIT**
As a requirement of our partnership with SPSCC, a total of 9 parent education points need to be earned per family each year. There will be numerous parent education opportunities offered throughout the year, some examples of which are: attending class meetings; attending board meetings; participating in education forums or completing credit work at home. Families will earn 3 SPSCC college credits per quarter for their participation. Board members will earn an additional credit per quarter for participating in the Board Leadership training. All SPSCC expenses are included in your child’s tuition. Enrolling at SPSCC is mandatory for enrollment at WCP.

**WEEKEND CLEANUP**
Each family is required to clean the school and outdoor toy shed at least 2 weekends per year regardless of when they join the school. It is usually a 4-5 hour time commitment. A list of the cleaning tasks is provided at the preschool. Families with more than one child attending Westside Cooperative Preschool are responsible for 2 weekend cleanups, provided there are enough families to cover every weekend. Board members are excluded from these duties.

**WORK PARTIES**
All families must participate in one summer work party and one fall leaf raking party each year. In the event a family is unable to make it to one of the three scheduled work parties or joins mid-year, they will be assigned a 4-5 hour comparable task sometime during the school year to make up for it.

**FUNDRAISING**Fundraising is a vital part of our school program. It helps keep the cost of our tuition low. All families need to participate in the school’s fundraising efforts for them to be successful. If you would rather, in lieu of your active participation, you may pay a $350 “buyout” which is due in October or one month after enrollment if joining mid-year. More information regarding fundraising events and participation is covered at the initial All School Meeting in September.