



GLO AT SHERMAN

Growth & Learning Opportunities for school-age children and their families

GLO HISTORY

In 1982, a group of working parents from West Portal Elementary School who needed safe before and after-school programming established West Portal C.A.R.E., Inc. The organization's humble beginnings had less than 50 children enrolled. Over 20 years later, in August 2005, the organization was renamed Growth & Learning Opportunities (GLO). Growth & Learning Opportunities maintains its private non-profit status and community based family services. The organization operates six licensed before and after-school programs located in San Francisco public schools.

UNIQUE QUALITIES ABOUT GLO AT SHERMAN ELEMENTARY SCHOOL

At all the schools GLO is in partnership with, there is a long term commitment from the organization. GLO's partnership with Sherman School has a goal to bring a quality afterschool program available for all Sherman Elementary School students provided by GLO in the Fall of 2010. For the next three years, GLO will work diligently to create a strong foundation for a sustainable program through joint activities, special events, and partnership between the GLO Director and SFUSD Excel Program Coordinator. The process will ensure a respectful and culturally competent program for children and families as well as viable situation for GLO to provide services. The process and outcomes will provide exciting and unique opportunities for everyone in the school community.

PROGRAM PHILOSOPHY

K-3rd Grade will have a more general yet meaning enrichment experience. K-3rd Graders experiences will be grounded in an ECE / Child Development Framework.

4th /5th Graders will have an experience that is more specific to enhance and build skills. 4th / 5th Graders experiences will be grounded from a youth development research framework.

DAILY SCHEDULE (DRAFT)

1:50 - 2:30pm **Attendance / Announcements and Group Time**

This period will offer the children a time to get ready for their afterschool day. It's a time for teachers to make announcements about the program, feedback about how things are going, and intentional bonding to occur.

2pm - 3pm **Snack & Choice Time**

Choice Time is a chance for students to choose from a variety of outdoor and indoor activities. Empowering students to make choices teach positive decision making and self confidence in their everyday lives. GLO staff develop age appropriate curriculum in the areas of art, science, health, literacy, outdoor games and more.

3:30pm **Homework Time**

4:30pm **Choice Time/*Enrichment Classes / KIDS CLUBS (Fridays)**

*Enrichment will be provided by both GLO staff and through community partnerships. Potential Partnerships include: Tree Frog Treks, Root Division, Inspire Music, Academic Chess, Mad Science, Playtime Gymnastics, etc. KIDS CLUBS: Are project-based activities prepared and taught by the program staff. Popular Kids Clubs include Sewing, Cooking, Lion Dancing, Team Challenges, and Mask Making just to name a few. Kids Clubs give the children a chance to interact with small mixed age groups creating a fun learning experience!

Extra Homework Time & Free Play



GLO AT SHERMAN

To provide quality programming to school-age children and their families.

GLO's largest investment is in its people. The organization's ability to meet its high quality benchmarks is a responsibility of leaders at all levels of the organization.

To offer a safe environment, all program staff have received fingerprint clearance by the State of California. All staff are certified in CPR/1st Aid. Additionally, we offer professional growth advice, paid professional training, and tuition support for staff. GLO not only strives to hire staff based on qualifications, but also reflects the diversity of San Francisco's culture and language. Most importantly, our staff are passionate about making a positive difference in the community by achieving GLO's mission.

Throughout the school year GLO at Dianne Feinstein hosts Special Events for children and families. These events showcase the skills and talents that children develop at GLO. Each Special Event is made possible by parent and community volunteers, and some events are open to the entire school community.

- 🌸 Halloween Event
- 🌸 Winter Sing
- 🌸 Health Week
- 🌸 The Spring Carnival
- 🌸 Other Special events as coordinated by the GLO Site Director.

Throughout the school-year GLO offers Full Day Programs on most SFUSD Holidays. On these days, one of the 6 GLO programs opens from 7am-6pm at a flat daily rate.

In addition, you may sign up for GLO Summer Adventures Program. For more details, including location, please check the GLO website for updates - www.gloinc.org

When does registration start?

It starts on Wednesday, April 16th 2009.

How do I enroll my child(ren) in the program?

You may fill out an application (available at www.gloinc.org or at the School's Office)

Who can apply to the program?

Any child enrolled in Sherman Elementary School can apply to GLO at Sherman

Does GLO offer Fee Subsidy?

Yes, GLO offers Fee Subsidy to those families who qualify. Scholarships are limited.

When will the first day of program be?

GLO will open on the first day of the 2009-10 school year, August 24th 2009.

How many days a week does the program operate?

GLO is open 5 days a week from 1:50 - 6:00pm

Can I sign up my child(ren) to attend the program on a part-time schedule?

Yes, part time slots are available on a 2 (T,R) and 3 (M,W,F) days a week basis. These slots are limited.

GLO at Sherman Director: shermant@gloinc.org

GLO Administrative Office - Billing questions: ar@gloinc.org

GLO Administrative Office general questions: admin@gloinc.org



Dear Prospective New GLO at Sherman Family,

Please follow these steps to enroll your child in a GLO School-Year Program!

1. Complete a New Child Enrollment Form
2. (refundable) Submit a \$250 deposit fee (ok if paid with September invoice)
3. (non-refundable) Submit a \$125 one time registration fee at the time of registration.
4. **Read about Tuition Express payment option & complete an application.**
5. Submit these items to the Administrative Office at 1560 Noriega St. Suite 206 San Francisco, CA 94122 or you may submit it to the Program you are applying to.

Siblings Discount: A 5% sibling discount is given to families enrolling two or more children, applicable to each child enrolled in one of our programs.

Non-Refundable Registration Fee: All newly enrolled children and each newly enrolled sibling are required to pay a non-refundable registration fee of \$125.00. This registration fee is due and payable at the time of registration. The registration fee entitles all participants to unlimited administrative services including payment histories, adding, dropping, changing schedules, etc. until your child / youth graduates from the program. The 5% sibling discount cannot be applied to the registration fee.

Refundable Deposit: All newly enrolled child/youth and each newly enrolled sibling are required to pay a one-time \$250.00 deposit fee. Deposits will be refunded when your child exits the program. This is a security deposit in case there is an outstanding balance when the child exits from the program. This money will not be used for late monthly payments. The 5% sibling discount cannot be applied to the deposit.

Enrollment is on a first come first serve basis. We encourage all new families to submit their paperwork to the GLO Administrative Office or School Site on or before May 29th. Enrollment forms received on or after May 30, 2009 will be wait-listed if there are no available slots. Current capacity is set at 55 students (5 day equivalent).

***Dropping the program:** 30 days advance notice is required for all drops. Until notice is received in writing, you are responsible for all tuition payments. Ask the Site Director for an Add / Drop Form and remember to get their signature.

****First month's tuition** can be made when you receive an invoice in September.

For questions regarding enrollment and registration, you may call the on-site program or the Administrative Office at 415-753-1113. Thank you for your interest and we look forward to seeing you in the upcoming school-year!



Hop aboard the Tuition Express and never write a check again!

Growth & Learning Opportunities is very excited to offer you the convenience of automatic tuition payments through Tuition Express. You'll no longer need to write a check or remember your checkbook when you're picking up your child at the end of a hectic day. Your payment will be safely and securely processed by Tuition Express, giving you peace of mind that your monthly childcare payment has been paid on time! It's easy to enroll and even easier to participate. You'll be joining tens of thousands of parents nationwide who enjoy the ease and convenience of Tuition Express.

To learn more about Tuition Express, automatic payment notifications or reviewing your payment history, please visit www.gloinc.org.

For Bank Account Authorization, complete and return with voided check to GLO Administrative office.

ELECTRONIC FUNDS TRANSFER AUTHORIZATION

I (we) authorize Growth & Learning Opportunities to initiate debit entries to my (our) Checking or Savings Account indicated below at the depository financial institution indicated below called DEPOSITORY in this authorization. I (we) authorize Growth & Learning Opportunities to withdraw sufficient funds to pay my (our) monthly childcare payment and/or other related fees that are due and payable. I (we) acknowledge that the origination of Automated Clearing House (ACH) transactions to my (our) account must comply with the provisions of United States Law.

Credit Union Members: Please contact your Credit Union to verify account and routing numbers for automatic payments.

PLEASE PRINT LEGIBLY

Form fields for Child/Youth's Name, School Site, Parent/Guardian's Name, Address, DEPOSITORY Bank or Credit Union Name, Bank or Credit Union Address, City, State, Zip, Routing Transit Number, and Account Number.

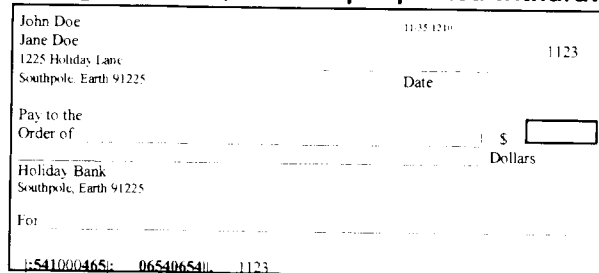
This authorization will remain in full force and effect until I (we) notify Growth & Learning Opportunities in writing of its termination in such time and in such manner as to afford Tuition Express and DEPOSITORY as reasonable opportunity to act upon it. Notices must be received at a minimum of 5 business days in advance of the termination date.

Signature, Date, and Email (required) fields.

PLEASE KEEP A COPY OF THIS AUTHORIZATION FOR YOUR RECORDS

*Tuition Express is an assumed business name of Blum Investment Group, Inc.

For Checking Accounts please attach a copy of a voided check her. Deposit slips not accepted. For Savings Account, attach a pre-printed withdrawal slip.



Routing Account Check