



# Kids Connection Monthly Calendar October 2019

Form Due September 20th



Child's Full Name \_\_\_\_\_

School:  Maple Grove  Glenwood  Edgewood  Elm Dale

Parent's Full Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Monday	Tuesday	Wednesday	Thursday	Friday
<input type="checkbox"/> Before 7 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 8 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 9 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 10 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 11 <input type="checkbox"/> After <input type="checkbox"/> Before & After
<input type="checkbox"/> Before 14 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 15 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 16 <input type="checkbox"/> After <input type="checkbox"/> Before & After	Early Release @1:26 17 <input type="checkbox"/> Before <input type="checkbox"/> Early Release After <input type="checkbox"/> Before & After* <small>*Early release fee incl.</small>	<input type="checkbox"/> Before 18 <input type="checkbox"/> After <input type="checkbox"/> Before & After
<input type="checkbox"/> Before 21 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 22 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 23 <input type="checkbox"/> After <input type="checkbox"/> Before & After	★ School's Out Day <input type="checkbox"/> Full Day @ Elm Dale	★ School's Out Day <input type="checkbox"/> Full Day @ Elm Dale
<input type="checkbox"/> Before 28 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 29 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 30 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 31 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before Nov 1 <input type="checkbox"/> After <input type="checkbox"/> Before & After

**Week 1 (Oct 7-11)**

	<b>1 Day</b>	<b>2 Days</b>	<b>3 Days</b>	<b>4-5 Days</b>	<b>FEE</b>
Before (AM only)	<input type="checkbox"/> \$12.00	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$28.25	<input type="checkbox"/> \$39.75	\$ _____
After (PM only)	<input type="checkbox"/> \$15.00	<input type="checkbox"/> \$27.50	<input type="checkbox"/> \$37.50	<input type="checkbox"/> \$53.00	\$ _____
Before & After (Both)	<input type="checkbox"/> \$23.25	<input type="checkbox"/> \$42.50	<input type="checkbox"/> \$60.25	<input type="checkbox"/> \$80.00	\$ _____

**Week 2 (Oct 14-18)**

	<b>1 Day</b>	<b>2 Days</b>	<b>3 Days</b>	<b>4-5 Days</b>	
Before (AM only)	<input type="checkbox"/> \$12.00	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$28.25	<input type="checkbox"/> \$39.75	\$ _____
After (PM only)	<input type="checkbox"/> \$15.00	<input type="checkbox"/> \$27.50	<input type="checkbox"/> \$37.50	<input type="checkbox"/> \$53.00	\$ _____
Before & After (Both)	<input type="checkbox"/> \$23.25	<input type="checkbox"/> \$42.50	<input type="checkbox"/> \$60.25	<input type="checkbox"/> \$80.00	\$ _____
Early Release After Only (Oct 17th)				<input type="checkbox"/> \$15.00	\$ _____

**Week 3 (Oct 21-25)**

	<b>1 Day</b>	<b>2 Days</b>	<b>3 Days</b>	
Before (AM only)	<input type="checkbox"/> \$12.00	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$28.25	\$ _____
After (PM only)	<input type="checkbox"/> \$15.00	<input type="checkbox"/> \$27.50	<input type="checkbox"/> \$37.50	\$ _____
Before & After (Both)	<input type="checkbox"/> \$23.25	<input type="checkbox"/> \$42.50	<input type="checkbox"/> \$60.25	\$ _____
School's Out Day 24th		<input type="checkbox"/> \$29 (Full Day 6:30am-6:00pm)		\$ _____
School's Out Day 25th		<input type="checkbox"/> \$29 (Full Day 6:30am-6:00pm)		\$ _____

**Week 4 (Oct 28-Nov 1)**

	<b>1 Day</b>	<b>2 Days</b>	<b>3 Days</b>	<b>4-5 Days</b>	
Before (AM only)	<input type="checkbox"/> \$12.00	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$28.25	<input type="checkbox"/> \$39.75	\$ _____
After (PM only)	<input type="checkbox"/> \$15.00	<input type="checkbox"/> \$27.50	<input type="checkbox"/> \$37.50	<input type="checkbox"/> \$53.00	\$ _____
Before & After (Both)	<input type="checkbox"/> \$23.25	<input type="checkbox"/> \$42.50	<input type="checkbox"/> \$60.25	<input type="checkbox"/> \$80.00	\$ _____

Late Fee:  \$15/Month \$ \_\_\_\_\_

**Before School:** 6:30AM – Morning Bell **After School:** Afternoon Bell – 6:00PM

**Payment Method:**  Cash  Check (Payable to: City of Greenfield)

Auto Pay (CC on File – Last 4 #'s: \_\_\_\_\_)

Credit Card:  Visa  Master  Discover

Card #: \_\_\_\_\_ Exp. \_\_\_\_/\_\_\_\_

Card Holder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Auto pay option details are available on the back of this form.

**Auto-Pay for October will be run on September 23rd.**

**Send Receipt Via:**

Email  US Mail

Note: Oct 1-4 was on the September Calendar

**Total Amount\*\$** \_\_\_\_\_

\*Apply late fee if you submit this form and payment after the 20th of September. Or within 10 days of needing care.

### Payments

All payments are due at time of registering online or with monthly calendars. We do not bill for any services. Payment options include: Cash, Check or Credit Card. You also have the option for Auto Pay, where your credit card will be kept in our registration system and your card will be charged on the 21<sup>st</sup> of each month (or next business day) – please read the back of this calendar for more information. Any checks returned for insufficient funds will be charged a \$25.00 service fee. Please view our parent handbook for late registration fee information and policies.

Questions? Please call the Parks and Recreation office at 414-329-5370 M-F 8:00am-5:00pm

**Please Note: Each month will begin on a Monday (unless a holiday lands on a Monday).**

### **Calendar Registration Directions**

1. Please check the boxes in the calendar of which days/times your child will be attending.
2. In the chart on the right, write the dollar amount for each week according to the number of days your child will be attending in that particular week in the blank spaces (\$\_\_\_\_\_).
3. Total all fee lines and enter in the Total Amount box.
4. Select payment method.
5. Submit sheet and payment to the Greenfield Parks and Recreation Office (details below.)

### **Registration Options**

There are 8 ways to hand in the Kids Connection registration form and/or Monthly Calendars:

**Online Via Editable PDF:** Find our online editable PDF link on our website [www.ci.greenfield.wi.us/parksrec](http://www.ci.greenfield.wi.us/parksrec) to fill out the calendar and submit with a credit card payment.

**By Mail:** Mail form along with payment to: Greenfield Parks and Recreation 7325 W. Forest Home, Rm 200, Greenfield, WI 53220

**By Email:** Scan and Email calendar to: [kids.connection@greenfieldwi.us](mailto:kids.connection@greenfieldwi.us)

**By Kids Connection Drop Box:** Each school has a Kids Connection Drop Box where you may put your monthly calendar, registration form and payments in. These boxes will only be checked on Thursdays at 6:00pm.

**By Fax:** Fax form to 414-543-2369. Credit Card payment only.

**City Hall Drop Box:** Drop form and payment (no cash) in a sealed envelope marked Parks & Recreation Registration in the 24/7 drop box located by the south door entrance to city hall. 7325 W. Forest Home, Greenfield, WI 53220

**In Person:** The Parks and Recreation office is open Monday through Friday 8:00am-5:00pm. Stop by to process your registration in person or to drop off directly to our staff.

**Online:** Registration is available online at [www.ci.greenfield.wi.us/parksrec](http://www.ci.greenfield.wi.us/parksrec). Credit card payment only. Please note that the individual month calendars are not defined online, therefore it is suggested to look at a Kids Connection calendar before registering to make sure you are enrolling for the proper dates. PDF's of the monthly calendars can be found online as well.

### **Auto-Pay Details**

Auto-Pay is available for those who wish to have a credit card saved in our registration system, allowing parents to register easier and faster. The first time you select auto-pay, you must put in your full credit card information on the calendar and sign. After we have your card on file, you may select auto pay on each calendar and put in your last 4 digits of your card number on file to register your child. Monthly calendars still **MUST** be filled out completely each month. It is your responsibility to let us know if your credit card information changes. Auto-Pay is ran ONCE on the 21<sup>st</sup> of each month (or next business day). If you hand in a late calendar, you must provide a full form of payment on your monthly calendar including the \$15.00 late fee.

### **School's Out Days**

School's Out Days are held at Elm Dale Elementary from 6:30am-6:00pm. Each day has a specific theme and/or field trip and these details can be found in our current Recreator. A sack lunch must be brought with the child. We provide 2 snacks a day. Pre-registration and payment is required 2 weeks prior to these days. If you have any questions about School's Out Days, please email [kids.connection@greenfieldwi.us](mailto:kids.connection@greenfieldwi.us) or call our office at 414-329-5370.

**WWW.CI.GREENFIELD.WI.US/PARKSREC**

What's available online?

- Parent Handbook of Procedures & Policies
- Registration Form
- Monthly Calendars
- Online Registration Link
- FAQ's
- Financial Assistance Form