



**BOYS & GIRLS CLUBS**  
OF ST. JOSEPH COUNTY



July 12, 2018

Dear Compass Club Families,

I hope you are enjoying the summer! Our staff has been working diligently to prepare for the 2018-2019 academic year. We are excited to engage with your child(ren) and get to know you as a member of our Compass Club Program.

My name is Maurice Walker, and I am the Director of the Compass Club Program. I will be overseeing the operations for all Compass Club sites. I've been with Boys & Girls Clubs of St. Joseph County since September 2017, working as the Unit Director at the Battell Elementary School Site. I also assisted with the day to day operations of the Compass Club Program at the end of the 2017-2018 school year. The bulk of my professional experience has come in the form of servicing children, and I look forward to furthering that experience as the Compass Club Director

Please read our policies and procedures, along with our rates sheet carefully. We have made some changes to better accommodate your child(ren.) These changes have been carefully thought out to ensure that we are able to offer the best possible service to you and your child(ren.) It is very important that each of you read and understand this information so that we can answer any questions you may have regarding programming for the upcoming year.

We thank our returning parents for their patience and welcome our new families with open arms! I look forward to getting to know each of you.

Sincerely,

Maurice Walker  
Compass Club Director



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**Rates for 2018-2019 School Year**

	<b>Regular Rate</b>	<b>Discounted Rate (Free/Reduced lunch or SCM Employee)</b>
<b>Half Day Weekly Fee</b>	\$25.00	\$13.00
<b>Full Day Weekly Fee</b>	\$50.00	\$25.00

- **Additional Fees**
  - Late Pick-up: \$1.00 per minute, per child, after 6:00 p.m.
  - Returned Check Fee: \$20.00
- **Registration and Weekly Fees**
  - When you register for the Compass Club Program, payment is due regardless of your child(ren)'s attendance. Registering for half day or full day weekly, assures that you will have a confirmed slot for your child(ren) during the school year. Parents will pay the same amount each week regardless of whether school is in session or number of days their child attends. **Weekly fees are based on enrollment status, not attendance. You will continue to be charged until we receive notice from you, in the form of our *Change of Status or Withdrawal Forms*,**
  - Payments are due in advance of service. Compass Club will not provide service until the entire payment is made in full. Online payments will be available. More information will be provided in the near future.
- **Re-Enrollment**
  - Re-enrollments are allowed with a \$5 processing fee that allows your child(ren) to return 1 week after the re-enrollment fee is paid.
- **Free or Reduced Lunch Discount**
  - If you qualify for the Free or Reduced Lunch discount, the parent/guardian must submit a copy of the letter issued by the school indicating the child has free or reduced lunch. The letter must indicate it's for the **current** school year. Compass Club staff is **not** authorized to obtain this letter for you. **The discounted rate becomes effective as of the date Compass Club receives the letter.**
- **Drop-in Services**
  - **Compass Club will no longer offer drop-in services. Accommodating drop-ins hinders Compass Club from adequately staffing our sites and making sure proper staff to child ratios are maintained.**



# Compass Club Registration

2018-2019

Registration Dates:

**Battell:** July 24<sup>rd</sup>-27<sup>th</sup> 4pm-6pm

**OC Carmichael (South Bend):** July 30<sup>th</sup>-Aug 3<sup>rd</sup> 3pm-5pm

***Registrations received after August 3<sup>rd</sup> will be unable to attend first week of compass club (August 14<sup>th</sup>- 17<sup>th</sup>)***