



## **Students Eliminating Excuses and Doubt 2010**

*A Summer of Academics & Leadership Enrichment*

## **Parent & Student Program Handbook**

### **Important Parent Reminders:**

#### **Parent Information Meeting**

Thursday, May 27, 2010 @ 6PM

Beulah Grove Baptist Church Admin Building  
Banquet Hall

#### **Program Finale**

Friday, July 16, 2010



# *Students Eliminating Excuses and Doubt*

*A Summer of Academic and Leadership Enrichment*

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*Students Eliminating Excuses and Doubt (S.E.E.D.)  
A Summer of Academic and Leadership Enrichment  
1446 Lee Beard Way  
Augusta, GA 30901  
706-722-4999*

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Students Eliminating Excuses and Doubt  
Beulah Grove Community Resource Center  
Augusta, Georgia 39001

Dear Parent,

We are excited and ready to kick-off our registration for the up-coming 2010 Students Eliminating Excuses and Doubt (SEED) for incoming ninth and tenth graders. This summer we have a variety of activities that will greatly enrich our student's experience. The program will include teambuilding skill, conflict resolution, test taking skills, sessions with business leaders, and so much more. This year we will be located at the Beulah Grove Building of Opportunity, located at 1434 Poplar Street, Augusta, GA, 30901. The dates are from June 1<sup>st</sup> through July 10<sup>th</sup>; the times of operation will remain the same.

SEED will end with a Young CEO Conference. The conference will be held on July 14-16, 2010 in the same location. The cost of the conference is included in the fees for the program. However, the conference will be open to all students between the ages of 13-18. There is only 40 spots available.

You can start registration as soon as possible. Applications can be acquired at the Beulah Grove Community Resource Center or on-line at [www.bgrcenter.org](http://www.bgrcenter.org).

We hope that you will join us this year for a fun filled summer. We look forward to seeing you soon. Parent orientation will be May 27, 2010 @ 6pm in the Building of Opportunity banquet hall located at Beulah Grove Baptist Church.



## *Students Eliminating Excuses and Doubt*

### Program Summary Sheet

Grades 9<sup>th</sup>-10th Grade

June 1-July 9, 2010

July 14-16, 2010—Youth CEO Conference

### **MISSION: Strengthening Opportunities Through Development**

This summer enrichment program is a six-week program for the ninth and tenth grade students. Students are placed in their promoted grades and are given classes to help strengthen and grow who they are and the leadership skills they possess. S.E.E.D. is designed to provide enrichment in the areas of team building, peer mediation, test taking skills, resume building, spiritual awareness, along with a Youth CEO conference that will provide the students with the foundation of writing a business plan, figure return on investment (ROI), prepare a business plan and so much more.

The desire of the *Students Eliminating Excuses and Doubt 2010* staff is to create an academic fun-filled spiritual summer of activities for the youth of the CSRA.

### **HOURS & DAYS (DAYS NOT IN SESSION):**

<b>Program Hours:</b>	<b>8:00 a.m. - 5:00 p.m.</b> <b>(Monday through Friday)</b>
<b>Program Site:</b>	<b>Beulah Grove Administrative</b> <b>Building of Opportunity</b> <b>1434 Poplar Street</b> <b>Augusta, GA 30901</b>

**The hours of the Students Eliminating Excuses and Doubt Program is Monday**

through Friday, beginning at 8:00 a.m. ending at 5:00 p.m. The program is not operated during holidays. Full tuition is paid for the entire week. There will be no credit given for days students are absent from the program.

### **GOALS & OBJECTIVES:**

1. Students will develop a greater appreciation for who they were created to become.
2. Students will increase their test taking and organizational skills.
3. Students will develop their role in teamwork.
4. Students will be exposed to the world of leadership and business.

The program plans to foster the above goals through *ENCOURAGING, EDUCATING, AND EQUIPPING*.

### **REGISTRATION & ENROLLMENT:**

Each year Beulah Grove Community Resource Center will continue to offer the program, provided the minimum number of students register, and a sufficient number of instructors are available. **Parents must complete and sign a registration form every year.** After the initial open enrollment period, registration will be ended unless the program can adequately serve additional students. If classes are full, parents may have their children placed on a waiting list. Parents will be notified when/if space becomes available.

**Children who are enrolled in the Students Eliminating Excuses and Doubt program, but are removed from the program for any reason (voluntary, disciplinary, late fee payment, etc.); will not be guaranteed re-enrollment in the program.**

Registration forms may be picked up at the Beulah Grove Community Resource Center located at 1446 Lee Beard Way, Augusta, GA 30901. For additional information, questions and/or concerns, please contact Jean Callaway or Lillie Ann Williams at 706-722-4999.

### **BUILDING ENTRANCE:**

All students will enter the building on the Hunter Street side of the Building of Opportunity between the hours of 6:00 am and 8:00 am. Please do not drop kids off at the front entrance.

**ARRIVAL/DEPARTURE:**

If your child/children are dropped off after 8:00 am students **must be** accompanied to the third floor and the Administrator or their designee will escort the child to their perspective class.

The program ends at 5:00 pm and students can be picked up from the dining hall. No child will be allowed to exit the building alone. To pick up your child/children enter the building using the Hunter Street entrance of the Building of Opportunity.

**TUITION:**

**WEEKLY FEE: \$100/ week per child**  
**\*\*Week one and registration fees are due upon receipt of application**

Tuition payment of \$ 100.00 per week is paid on a weekly, bi-weekly, monthly, or in full basis. Parents must pay the \$ 100.00 per week fee by the Thursday before the week of participation. If the program is closed on Thursday, payment will be due Wednesday. Tuition is paid by cash, check or money order made payable to the **Beulah Grove Community Resource Center**.

**Space is limited (20 slots) and parents are encouraged to apply early in order to secure a slot for your child. The first week’s tuition and registration fee is due at the time of registration.**

**Make checks and/or money orders payable to:**  
***Beulah Grove Community Resource Center***

**No refunds of any kind will be given. This rule applies whether tuition is paid in full or weekly. No exceptions.**

**TUITION SCHEDULE:**

Tuition is due on Thursday of each week. **Your child/children will not be allowed to attend classes or activities if tuition is not received by the due date.**

**For tax purposes, the Beulah Grove Community Resource Center’s Federal Identification Number is 58-2159621.**

Registration fee and 1<sup>st</sup> week’s tuition are due upon registration. The registration fee will not reserve classroom slots. **No refunds** of any kind will be given.

**Tuition schedule:**

Program Week	Date Tuition Due	Remarks
--------------	------------------	---------

1	Upon Registration	
2	June 10, 2010	
3	June 17, 2010	
4	June 24, 2010	
5	July 1, 2010	<b>No Checks accepted—Cash or Money Orders</b>
6	July 8, 2010	<b>No Checks accepted—Cash or Money Orders</b>

If your child/children will not be attending the entire program (For example: only weeks 3 & 5), **Full** payment for the weeks attending must be paid upon registration.

*Any changes to this policy must be made a minimum 5 days prior to the scheduled week of attendance.* **No Refunds** will be given.

**No Refunds will be given if your child has been dismissed from the program due to behavioral problems. Please review the disciplinary policy.**

**No Refunds** of any kind will be given.

### **LATE PAYMENTS OF TUITION:**

Payments are due by 5:00 p.m. on Thursday for the upcoming week. Failure to pay by this time will result in a \$10.00 late fee. The **\$10.00 late fee** will be assessed to all accounts paid after 5:00 p.m. on Thursdays.

If a parent has any outstanding financial obligations to the Students Eliminating Excuses and Doubt Program that is not satisfactorily cleared with a 5-day period, the child/children **will not** be allowed to continue to participate in the program until the obligation is completely resolved.

### **LATE PICK UP FEES:**

All students must be picked up by 5:00 pm. A \$1.00 per minute fee will be assessed starting at 5:01 pm. All late fees must be paid when child/children are picked up.

### **RETURNED CHECKS:**

A returned check will result in a **\$35.00** fee in addition to the **\$10.00** late fee. This payment should be made with a money order or a cashier's check. No other fees should be included with this payment. It is the parent's responsibility when picking

up a returned check to let the accountant know you are clearing up the outstanding tuition along with assessed fees.

If a second check is returned during the program, no more tuition payments will be accepted by check. A cashier's check or money order will be the acceptable methods of payment. If a parent has any outstanding financial obligation to the Students Eliminating Excuses and Doubt Program that is not satisfactorily cleared within a 5-day period, the child will not be allowed to continue to participate in the program until the obligation is completely resolved.

### **ATTIRE:**

Due to the nature of the program S.E.E.D. students are to dress according to the day's events. Some days students will dress casual, business casual, or business attire.

### **TRANSPORTATION:**

Transportation to and from the program is the responsibility of the parents, and they are reminded to pick up their children by 5:00 pm each day.

### **RELEASE OF CHILDREN:**

At the end of the day children will be released **only** to persons who are authorized to pick them up as indicated on the registration form. If someone other than the authorized persons will pick up a child, prior written permission is required stating the name and telephone number of the person who will pick up the child. If no one comes to pick up the child from Program by 5:00 pm parents will be contacted. If parents cannot be reached, other authorized persons listed on the registration form will be called. If no one can be reached to pick up the child by 6:00 pm, the program will call 911 for a police officer to pick up the child from the program.

Early pickup is permissible by signing out the student. All students must be signed out prior to leaving the class. Please do not go to a classroom and take a student out with approval from a member of Students Eliminating Excuses and Doubt's Administrative Staff. Identification must be presented at the time of dismissal for the safety of the students. If someone other than the authorized persons will pick up a child, prior written permission is required stating the name and telephone number of the person who will pick up the child. **A child will not be released without proper identification or proper approval.** (See Appendix A)

### **CLASS DIVISIONS:**

There will be no grade division. All students will be in one class learning the same materials.

### **DAILY SCHEDULE:**

The following schedule is a typical day for the Students Eliminating Excuses and Doubt Program. A schedule will be given out weekly.

8:00 am – 1:30 pm	Leadership Skills/Development
11:30 am – 12:00 pm	Lunch
1:30 pm – 5:00 pm	Leadership Skills/Development

### **FINALE:**

The finale for the Students Eliminating Excuses and Doubt Program will be on Friday, July 16, 2010 culminating with the Young CEO Conference. The program will commence at 9:00 am. All parents/guest are invited to attend. The finale will be held in the dining hall of the Building of Opportunity.

### **MEDICAL:**

In order for medicine to be dispersed the parent/guardian of this child, must have completed and signed the medical information sheet (See Appendix B). The Students Eliminating Excuses and Doubt Enrichment Program is in no way liable for any injuries that may occur.

### **STUDENT ACCIDENTS OR INJURIES:**

Minor injuries will be addressed by the Principal or someone knowledgeable in first aid. If medical attention is needed, 911 will be called for assistance. Parents will be informed of all injuries.

### **BREAKFAST/LUNCH:**

Breakfast and a hot lunch will be provided daily by the staff of Kingdom Kids Christian Academy. A weekly menu will be provided. Students are allowed to bring their own lunch.

### **SNACKS:**

Light snacks will be provided in the afternoon daily. Snack examples include:

Cracker/Cookies  
Milk or Juice  
Fruit

Ice Cream  
Peanuts  
Chips

### **CONCESSION:**

A concession stand will be available for sale of other items during the break time. Concession examples are:

Starburst  
Drinks  
Blow Pops  
Gatorade

Popcorn  
M and M's  
Ring Pops  
Candy bars

### **PERSONAL ARTICLES:**

Students should not bring toys, trading cards, sporting equipment, money, cell phones, valuable items or pets to the Program. If a student brings items **the program will not be responsible for lost, stolen, traded, or damage items.**

### **DISCIPLINE POLICY:**

Regular school discipline policies are in effect for the Students Eliminating Excuses and Doubt Program. However, if a student is disruptive or threatens other students in any way, it may affect his or her future participation in the Program. Discipline problems will be handled using the following guidelines:

- |                          |   |
|--------------------------|---|
| 1 <sup>st</sup> Offense: | Administrator counsels the student  |
| 2 <sup>nd</sup> Offense: | Administrator counsels the student and notifies the parent in writing   |
| 3 <sup>rd</sup> Offense: | Administrator counsels the student, notifies the parent in writing and the student  |
| 4 <sup>th</sup> Offense: | Administrator counsels the student, notifies the parent in writing and a mandatory parent meeting must be held prior to student returning to Program. |
| 5 <sup>th</sup> Offense: | Administrator will dismiss student from the program.  |

**Depending on the severity of the offense, immediate dismissal from the program**

is a possibility. Parents will be notified immediately of this situation.

**PARENTS CONCERNS (CHAIN OF COMMAND):**

During Students Eliminating Excuses and Doubt if a concern arises concerning your child/children, the operation of the program, an employee or a volunteer of Students Eliminating Excuses and Doubt the following chain of command is established:

- ✓ Program Director
- ✓ Executive Director
- ✓ Family Support Services Coordinator

**STUDENTS ELIMINATING EXCUSES AND DOUBT  
ADMINSTRATIVE STAFF:**

- |                    |                    |
|--------------------|--------------------|
| ✓ La-Taji Hopgood  | Program Director   |
| ✓ Jean Callaway    | Executive Director |
| ✓ Fannie Singfield | Accounting Clerk   |
| ✓ Sandra Heard     | Accountant         |

**STUDENTS ELIMINATING EXCUSES AND DOUBT PROGRAM  
CONTACTS:**

**Beulah Grove Community Resource Center**

Jean Callaway	Executive Director	706-722-4999, X17
Lillie Williams	Family Support Svcs Coordinator	706-722-4999, X18
Fannie Singfield	Accounting Clerk	706-722-4999, X15
Sandra Heard	Accountant	706-722-4999, X12

**Students Eliminating Excuses and Doubt 2010**

**ROOM ASSIGNMENTS:**

<b>Grade</b>	<b>Floor</b>	<b>Room Assignment</b>
9 <sup>th</sup> & 10th	3	
Morning Drop-Off	1	Dining Hall—Use Hunter Street

		Entrance
Afternoon Pick-Up	1	Dining Hall—Use Hunter Street Entrance

**\*\*Students arriving after 8AM must be brought to the third floor to the administrative office**

**\*\*Students being picked up before 5PM must be picked up from the third floor. After 5PM students can be picked up at the designated spot on the first floor.**

## APPENDICES



### *Students Eliminating Excuses and Doubt*

#### *Parent/Guardian Early Release Form-Appendix A*

**Please Print All Information!!!!**

Student's Name	Name of Person Picking Up Student	Relationship to Student	Presentation of I.D. Yes or No	Letter Received-approving pick-up by someone other than parent or guardian? Yes or No


**Students Eliminating Excuses and Doubt**  
**Medication Information & Release**

Child's Name: \_\_\_\_\_ D.O. B. \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name of Doctor: \_\_\_\_\_ Office Phone: \_\_\_\_

Hospital Preference: \_\_\_\_\_ Insurance Company: \_\_\_\_

Policy No: \_\_\_\_\_

Name of Medication	Amount to Give	Time to Issue
_____	_____	_____

**Health History: (Please check all that apply.)**

**Allergies      Diseases      Other**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Hay Fever       | <input type="checkbox"/> Chicken Pox    | <input type="checkbox"/> Ear Infections  |
| <input type="checkbox"/> Poison Ivy, etc | <input type="checkbox"/> Measles        | <input type="checkbox"/> Rheumatic Fever |
| <input type="checkbox"/> Insect Stings   | <input type="checkbox"/> German Measles | <input type="checkbox"/> Convulsions     |
| <input type="checkbox"/> Penicillin      | <input type="checkbox"/> Mumps          | <input type="checkbox"/> Diabetes        |
| <input type="checkbox"/> Other Drugs     | <input type="checkbox"/> Asthma         | <input type="checkbox"/> Behavioral      |

Please list any other allergies or diseases that apply to your child. \_\_\_\_\_

Recommendations & Restrictions: \_\_\_\_\_

Can your child swim?  Yes  No      May your child go swimming?  Yes  No

May your child attend P.E./Health Education Classes?  Yes  No

May your child have aspirin?  Yes  No

May your child have non-aspirin medicine?  Yes  No

Does your child have ADD/ADHD?  Yes  No If so, is he/she on medication?  Yes  
 No

Please list any medical problems that your child has that we need to be aware of: \_\_\_\_\_

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I, the parent/guardian of this child, have completed this medical information sheet to the best of my knowledge. I understand that the *Students Eliminating Excuses and Doubt 2010 Enrichment Program* is in no way liable for any injuries that may occur.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_