

Panther Kids program guide, policy, & expectations

Midway ISD after-school program

Panther Kids is an after-school program that operates each day school is in session serving students in grades Pre-Kindergarten through 8th grade at their respective campuses. Once students are accounted for, groups transition through various stations such as snack, outside playtime (weather permitting), gym time, table games, and arts & crafts activities. We facilitate the opportunity for students to do homework or read, but Panther Kids is unable to provide formal tutoring. Each campus has an adult site director and assistant director. Panther Kids' elementary staff are comprised of high school and college age group leads at a ratio of 1 to 12, and some adult group leads at a ratio of 1 to 24. Panther Kids' middle school staff are comprised of adult staff at a ratio of 1 to 24. Staff members are first aid trained.

There are no nurses or specialized personnel during the after-school program

Panther Kids is self-funded through fees paid by the guardians of students enrolled.

Registration/Enrollment – Midway ISD students in pre-kindergarten through eighth grade must register for Panther Kids each year. Students who are registered, but cannot enroll because spots are not available will be put on a waitlist. Students are considered enrolled in Panther Kids only after guardians have completed the online application, paid the non-refundable family registration fee, and received a confirmation email stating enrollment for the current school year. *NOTE: If you register, but don't receive a confirmation email, you are on the waitlist.

Registration start dates for next school year:

April 1 Currently Enrolled Families Begins
April 15 Families on this year's Wait List Begins
April 29 Open Registration Begins

To secure your child's spot once enrolled, **pay the first tuition by June 1; if enrolled after June 1, the first tuition payment is due 3 days after enrollment or no later than the first day of attendance, whichever comes first.** Children who are currently enrolled and in good standing are invited to priority register. Any vacancies during the school year will be filled from the waitlist. The Wait List is created from current school year's applicants who have not been enrolled to the current year's program. Families on the waitlist are invited to priority register 2 weeks prior to open registration.

Payment—Yearly fees for Panther Kids program

Monthly Tuition: Elementary Pricing

- **Tuition:** \$1,800 per year or \$200 monthly for the first child, \$100 per month for each additional sibling.
- **Qualifying free/reduced tuition:** \$720 per year for each child or \$80 monthly per child.

Monthly Tuition: Middle School Pricing

- **Tuition:** \$945 per year for each child or \$105 monthly for each child
- **Qualifying free/reduced tuition:** \$495 per year for each child or \$55 monthly

Methods of payment— Monthly payments are solely made through the EZ Child Track parent portal by credit/debit card (\$2.50 fee/mo.) money order or e-check (\$.75 fee/mo.). *Fees are subject to change.* Automatic draft (Auto-pay) is also an option.

Payments exceeding your balance will show up as credit (-\$.00) on your account. Payments will automatically deduct from credit on your account until fully paid, or it uses all remaining credit and leaves a balance.

Late fees/Payments – A \$15 late fee will be applied on the 4th calendar day of the month. If the monthly tuition, *including* the late fee, is not received by the 16th of the month, the account will be delinquent and the student(s) will not attend Panther Kids until balance is paid. Student(s) may also be withdrawn or dismissed from Panther Kids due to insufficient funds given as payment. *The student(s) may be withdrawn from the program upon habitual late payments of tuition late fees and not be allowed to re-enroll in Panther Kids for the remainder of the current school year.*

It is the Primary Account Holder's responsibility to keep all account information & payments current by selecting "pay now" or "set up/edit/cancel auto pay" which is done by logging into EZ Child Track account. If you experience difficulties, contact Panther Kids' central administrative office at 254-761-5610 x1184.

Refunds - There will be no refunds for circumstances beyond our control (i.e. weather closings, building emergencies, behavioral suspensions, student illness, quarantine, payment or pick up policy violations, withdrawing after the 1st day of the month, etc.). You may re-apply at a future time if your account is closed in good standing. Enrollment is contingent upon available space and you will be required to pay a new, non-refundable registration fee of \$25.

Tax statements for the prior calendar year may be printed from your EZ Child Track account at the end of January in the Payments & Statements section by clicking on View Statement. Tax statement for the previous year is on the right of that page. Our **Tax ID number** is: **1-74-6001082**, which is on the upper left portion of the Tax Statement.

Withdrawing from Panther Kids – To withdraw your child(ren) from Panther Kids, complete the Google form located on the Panther Kids' page of the MISD website. Once the form is received by the Panther Kids Manager, your account will be reviewed. The balance must be paid before the account can be closed. Withdrawal form must be submitted by the 26th day of the month prior to when services are no longer needed in order to avoid the next month's tuition charge.

Early dismissal/Emergencies - Panther Kids begins each day when the students are dismissed from regular school and ends at 5:30 p.m. for elementary and 5:45 p.m. for middle school. Attendance is taken immediately in order to account for all students. Guardians must notify campus of absences. If your student(s) will not be attending Panther Kids, please notify the site director for your child's campus. Student(s) **must** attend school that day to attend the after-school program.

- **PANTHER KIDS DATES** – Panther Kids begins on the first day of school, [August 18](#), and ends on [May 24](#). **No Panther Kids on the last day of school.**
- **Early Dismissal**–There will be **no** panther kids on early release days.
- **EMERGENCY SCHOOL CLOSINGS** - In the event of an emergency school closing (i.e. for bad weather, etc.), Panther Kids' program will be closed as well. For example, if school is closed at 12:00 p.m. for an emergency reason, guardians will be expected to pick up their children from school immediately.
- **MEDICAL EMERGENCIES** - In the event of a medical emergency, a Panther Kids' supervisor will attempt to contact the guardian. The supervisor will decide if professional medical attention is required immediately, and an ambulance will be called if necessary. Guardians are responsible for expenses incurred.

Behavioral expectations - ***Student(s) are expected to comply with all expectations, rules, and procedures set forth by the Panther Kids program, in the MISD Student Handbook and Student Code of Conduct.*** Consequences for behavior infractions will be assessed and administered by the campus site director. In some cases, additional consequences for severe behavior problems may be assessed and administered by campus administration in accordance with the MISD Student Code of Conduct.

Student(s) must be able to interact safely and positively with other student(s) in large group settings. Student(s) are expected to be respectful, stay with their group, follow safety procedures, and take direction from all Panther Kids staff members.

● ***Guardians will be given notice of persistent behavior problems.*** A student may be withdrawn from Panther Kids after just one behavior incident if the severity of misbehavior is such that the safety and security of student(s) and/or staff is compromised and/or the effectiveness of the program is jeopardized.

● **BEHAVIORAL SUSPENSIONS** - If a student is withdrawn from the Panther Kids program for disciplinary reasons, they will not be allowed to re-enroll in Panther Kids for the remainder of the current school year.

Pick up/Communication/Account changes - Student(s) must be picked up no later than 5:30 pm for elementary and 5:45 p.m. for middle school each day. A late pick-up fee of \$10 will be charged at the start of each 15-minute interval that the student is picked up late. The late charge will be automatically posted to the *Primary Account Holder's* EZ Child Track account. ***Habitual late pick-up can result in the withdrawal of your child(ren) from the Panther Kids program.***

● ***Late pick-up fees are due 7 days after they are issued.*** Non-payment of these fees can result in withdrawal from the program.

- **Student(s) will be released to anyone listed on your EZ Child Track account**, which includes emergency contacts. **Pertinent information will be communicated to the pick-up person**; please communicate with your pick-up person(s) so that you, in turn, are aware of timely information. This communication may include billing, incidents, or behavior reports. This same information may, on occasion, be communicated via phone or email. Alerts will be given in a timely manner to guardians who **sign up for our Remind**. (*NOTE: REMIND is not to be used to contact a campus director). See guardian letter provided by your campus director.

- Anyone picking up a student(s) from Panther Kids must show their personalized PIN (Personal Identification Number) Card. Account holders must assign each contact their own PIN, and request a PIN Card from the Site Director for those contacts.

- Anyone attempting to pick up a student(s) must be prepared to provide proper personal identification.

- Students(s) will not be released to persons not listed in your EZ Child Track account.

- To **add or delete contacts, address or phone number** changes are made through the parent portal in EZ Child Track by clicking on "My Account" for your child's pick-up list after you have registered. Be sure you assign a PIN to each of your contacts and let them know.

DON'T ASSUME THAT NOTIFYING THE TEACHER OR SCHOOL OFFICE MEANS THE INFORMATION WILL BE GIVEN TO THE PANTHER KIDS' STAFF. Please contact your campus site director by email or phone. Reference the guardian letter for contact information.

Questions, concerns, and feedback should be directed to the campus Panther Kids' Site Director or the Panther Kids Manager.