



Campbell Parents' Participation Preschool

Parent Requirements

- ❖ **Tuition:** Tuition is due by the 1st of each month. Payments received after the 10th of each month will incur a late fee. Please reference obligations and fines sheet for more information.
- ❖ **2's Class Workdays:** Attend each class with your child.
- ❖ **3's and Pre-K Workday:** Attend one regularly scheduled work day per week, arriving promptly 15 minutes before class. If absent, arrangements must be made in advance for a qualified substitute who meets the health and background requirements.
- ❖ **Support Job:** A parent from each family must serve on a committee or hold a board position, attend related meetings and maintain regular communication with committee chair, if applicable. Support job duties must be fulfilled each month, typically requiring 2 – 4 hours per month.
- ❖ **Maintenance:** 4 hours of maintenance work must be completed by each family per year. Maintenance hours can be fulfilled through regularly scheduled work parties or by an assigned maintenance project.
- ❖ **Fundraising:** Each family must complete 4 hours of volunteer time toward fundraising per year, fulfill \$50 in total catalog sales or donate \$25 cash to the school, purchase or sell a minimum of \$20 in Touch a Truck tickets, donate \$50 cash or an item with a value of at least \$100 toward the silent auction and purchase a minimum of one \$30 silent auction ticket.
- ❖ **Parent Education Meetings:** Orientation and parent education meetings are mandatory. Parent education meetings are typically held the second Tuesday of each month at 7:15 pm. At least one parent is required to attend, either the working or non-working parent. A fee of \$25 is assessed for the second missed meeting, \$50 for each meeting missed thereafter.
- ❖ **Withdrawals:** In order to receive the last month's tuition, all other requirements for support job, maintenance and fundraising must have been met and all fees paid. In addition, 30 days notice must be given. If withdrawal date is within the last two months of school, a six week resignation notice is required. Tuition must be paid through the 30-day period to the withdrawal date, as well as all outstanding fees and fines. All regularly scheduled work days must be completed.

