



## KidsPark Cooperative Contract 2019-2020

*(Please complete ONE contract per FAMILY)*

**This is a legal contract for joining a cooperative. You will be required to fulfill all cooperative obligations including completion of required cooperative work hours and payment of any and all fees required under this contract.**

\_\_\_\_\_ Parent 1 Initial/Date

\_\_\_\_\_ Parent 2 Initial/Date

**The KidsPark Parent Handbook and all terms and conditions set forth therein further detail our program rules as well as your obligations and responsibilities as a cooperative member. The Parent Handbook and this document comprise your contract terms. The Parent Handbook is available on-line [www.kidsparkdropin.org](http://www.kidsparkdropin.org) or a copy is available for review at KidsPark. Your initials below indicate you have read and reviewed the Parent Handbook.**

\_\_\_\_\_ Parent 1 Initial/Date

\_\_\_\_\_ Parent 2 Initial/Date

Parent/Guardian Name(s): \_\_\_\_\_

Parent/Guardian Full Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent/Guardian Primary Phone: \_\_\_\_\_

Parent/Guardian Primary E-mail : \_\_\_\_\_

<u>Names of children who will be attending KidsPark</u>	<u>Date of Birth</u>
_____	_____
_____	_____
_____	_____

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## CO-OP INFORMATION

**\*\*Email is required for co-op communications\*\***

Preferred E-Mail for Co-Op communications (if different than primary E-Mail above)

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## PART I - COOPERATIVE CONTRIBUTION AND WORK HOUR REQUIREMENTS

KidsPark is operated as a parent cooperative in order to provide affordable childcare to members. Each member family will be required to join a KidsPark Parent Advisory Committee (KPAC) sub-team and to work with that sub-team to contribute to the development of the KidsPark community. Each Sub-Team will determine their structure, but MUST maintain an active team roster and send at least one representative to each KPAC meeting. Select as many Sub-Teams as you are interested in learning about. Initial Sub-Teams include:

\_\_\_Membership: Welcome new families, initiate activities fostering community development among KidsPark families. This committee will work with a Volunteer Coordinator to staff events and with the Communications team to publicize activities.

\_\_\_Communications: Responsible for creation and distribution of quarterly newsletter to member families. Will work with all sub-teams to publicize sub-team activities and needs.

\_\_\_Teacher Support-Infant Classroom: Responsible to work with the Infant room staff and to address needs, and work with the teacher(s) to help brainstorm ideas, and execute on implementation of needs. Will work with Communications team to publicize activities and needs.

\_\_\_Teacher Support-Mixed Age Classroom: Responsible to work with the mixed-age room staff and to address needs, and work with the teacher(s) to help brainstorm ideas, and execute on implementation of needs. Will work with Communications team to publicize activities and needs.

\_\_\_Teacher Support-Pre-Kindergarten Program: Responsible to work with the pre-kindergarten program staff and to address needs, and work with the teacher(s) to help brainstorm ideas, and execute on implementation of needs. Will work with Communications team to publicize activities and needs.

\_\_\_Fundraising: Develop initial development plan to identify and implement revenue sources other than care-contingent fees that will align with the KidsPark values. This sub-team has the potential to make a big impact on the organization.

\_\_\_Facilities: Work with teachers, staff, children and membership to maintain a safe and pleasant physical environment.

\_\_\_Laundry: Work with classroom staff to clean soft-toys and blankets from the rooms. The Laundry Sub-Team has a coordinator that assigns Sub-Team members to particular weeks on laundry duty to take items from KidsPark, clean and return in a timely manner.

\_\_\_Technology: Responsible for maintaining and improving KidsPark use of technology. Field and research web-site and technology based tool questions.

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If there is a need you see, that is not identified in the stated list, please reach out to the Executive Director and discuss what you see as a need and how to address the need. The 2019-2020 year will be a year of returning the community development aspect of KidsPark back to the families.

The active involvement of all members and completion of required cooperative work hours is absolutely necessary for KidsPark to sustain itself and maintain our reasonable hourly rates. Failure to complete required work hours set forth below will result in suspension of a family's right to use KidsPark until fees have been paid. After the final co-op opportunity of the quarter, you will be responsible for the balance of any incomplete co-op hours at the buy-out rate.

Every family is required to complete **a minimum of 3 hours of cooperative hands-on work each quarter - for a total of 12 hours over the course of the cooperative year.**  
The quarters are as follows:

**September through November**  
**December through February**  
**March through May**  
**June through August**

**It is your responsibility to make sure you complete your cooperative work hours.** Links to opportunities for work hours will be posted on the KidsPark web site. All co-op hours must be pre-approved in order to meet your co-op requirements. The co-op hours and snack binder maintained in the KidsPark check-in station contains official record of completion of co-op hours/responsibilities.

Members may buy out any or all required hours at any time with payment of the \$25.00 per hour fee. In order to buy out your hours, you must advise the Executive Director and pay the fee. **If you fail to work all 3 hours for any quarter, you will owe the buyout fee of \$25.00 per hour at the end of the quarter.** You will be suspended from using KidsPark until the fee is paid.

Last minute cancellations and no-shows for co-op work hours you have committed to are incredibly detrimental to our program and to our cooperative structure. If a family does not show for a work commitment or cancels without good reason, **a penalty of 3 hours of childcare will be assessed.** This means that the 3 penalty hours will be deducted directly from your prepaid childcare hours and you will not receive any credit for the work missed.

\_\_\_\_\_ **Parent 1 Initial/Date**

\_\_\_\_\_ **Parent 2 Initial/Date**

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**PART II – FEES AND RATES**

If your family’s annual gross income is at or below the amount listed below, the annual membership fee is \$35.00 and the semester membership is \$20. If your income is above the amount, the annual membership fee is \$75.00. Semester membership’s fees are \$50 per semester.

Family Size	Annual Gross Income	Family Size	Annual Gross Income
2	\$24,240	7	\$55,644
3	\$30,528	8	\$61,920
4	\$36,804	9	\$68,208
5	\$43,080	10	\$74,484
6	\$49,368	each addl	\$6,288

Usage fees are recorded by the KidsPark Executive Director in the family account accessible via the KidsPark website. You will be notified when you are out – or nearly out – of hours. You must have sufficient hours to cover each day’s usage, negative hours are not allowed.

Hourly Rates

- Rate is \$7.50 per hour per child in the infant room, increases to \$8.00 effective January 1, 2020.
- Rate is \$7.00 per hour per child in the mixed age room until October 31, 2019, then increases to \$7.50 on November 1<sup>st</sup> and then increases to \$8.00 effective January 1, 2020.
- 2-hour minimum reservation.
- Reservations start and stop on the hour and ½ hour. Credits are not issued for early pick-ups or late drop-offs.
- Charges are based on reservation times and are not adjusted to actual drop-off and pick-up times, without prior approval from KidsPark staff.
- Late pick ups and early drop-offs can result in a violation of KidsPark teacher/child ratios, please refer to the Late Pick-Up fee schedule for these policies and fees.
- The State Licensing limits usage of KidsPark to 90 hours per month per child.

\_\_\_\_\_ **Parent 1 Initial/Date**

\_\_\_\_\_ **Parent 2 Initial/Date**

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**PART III - INCORPORATION**

The “KidsPark Parent Handbook and Membership Terms and Conditions 2019-2020” further details our program rules as well as your obligations and responsibilities as a cooperative member.

The “KidsPark Parent Handbook and Membership Terms and Conditions 2019-2020,” in its entirety, including all terms, policies, rules and procedures set forth therein, is hereby incorporated and made a part of this contract.

\_\_\_\_\_ **Parent 1 Initial/Date**

\_\_\_\_\_ **Parent 2 Initial/Date**

**PART IV - CANCELLATION OF THIS CONTRACT**

You may cancel this contract within 30 days of joining KidsPark and receive a full refund of your registration fee and the prepaid hours you purchased but did not use.

After 30 days of registration, you may cancel this contract, without any refund of your registration fee and with payment of or completion of any Cooperative Work Hours that are due at the time of cancellation. Credits towards any Cooperative Work Hours owed will be taken from any unused credits. You will owe any difference.

Please refer to the KidsPark Parent Handbook for additional details regarding contract cancellations.

\_\_\_\_\_ **Parent 1 Initial/Date**

\_\_\_\_\_ **Parent 2 Initial/Date**

**PART V - SIGNATURE/CERTIFICATION**

I have read and agree to the policies, rules and procedures set forth in this document entitled KidsPark Cooperative Contract 2019-2020. I agree to be bound by all terms and conditions and to pay all fees required by this agreement.

I have also read and agree to the policies, rules and procedures set forth in the document entitled “KidsPark Parent Handbook and Membership Terms and Conditions 2019-2020.” I understand that the “KidsPark Parent Handbook and Membership Terms and Conditions 2019-2020” is a part of this contract. I agree to be bound by all terms and conditions contained in that document as well.

\_\_\_\_\_  
Parent 1’s Signature/Date

\_\_\_\_\_  
Parent 2’s Signature/Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name