



*"Working Together for Children"*

Chelsea Children's Cooperative Preschool  
400 Congdon St.  
Chelsea, MI 48118  
(734) 433-1938  
[www.chelseacoop.org](http://www.chelseacoop.org)

## 2010-2011

Dear Parent (s):

Chelsea Children's Cooperative Preschool would like to take this opportunity to provide you with some information about our programs. We offer preschool sessions for 3 year olds, 4 year olds and 5 year olds. Our 3 and 4 year old programs are taught by Mrs. Courtney Aldrich with Mrs. Deb Hubbard as her teacher's aide. Our Young 5's program is taught by Mrs. Debbie Gesell and is assisted by Mrs. Lena Carrara, serving as an aide to the classroom preschool teacher. The school embraces a "learning through play" philosophy. Academics are introduced naturally and subtly. Children choose to learn at their own pace while opportunities for self-expression and self-determination are encouraged. We try to make a child's first experience "on their own" as comfortable and as interesting as possible. Social skills such as sharing and cooperation are basic to this comprehensive preschool experience. The current 3 and 4 year old program consists of six major areas indicated below:

**Dramatic Play Area** – this area is set up for housekeeping equipped with a kitchen, dolls and dress-up clothes. This area may be converted, at times, to set-ups such as a pizza parlor, store, doctor's office, or beauty salon.

**Large Motor Activity Area** –this area is furnished with a sand and water table, climber/fort and basketball hoop for gross motor skill development. Additionally, wooden blocks, cars, trucks, airplanes and other toys are located here.

**Activity Area** – this area is set up with tables and chairs. Items are provided to enhance small muscle development such as puzzles, magnets, building sets, matching and counting games, Legos and play-dough. Cooking projects may also be done in this area. Our daily snacks and water are also served here.

**Art Area** –this area provides easels with paint and crayons each day, as well as a new and different art project at the art table to enhance each individual child's creativity and imagination. Cutting, gluing, drawing and coloring are used to develop fine motor skills.

**Gathering Area** – daily "Gathering time" with our teacher, book reading, "magic science" lessons, and special projects and games are conducted here. A couch and library are also located in this area.

**Outdoor Playground** – includes a climbing structure with a variety of climbing options and two slides, a sandbox and digger, a tricycle track and tricycles, as well as scooters, sleds, balls, rakes, shovels, and sidewalk chalk.

In addition to the above listed areas, the Young 5's program includes the introduction of learning centers each day. These learning centers will include adult-led, small group activities in a variety of areas, including, but not limited to, math labs, book making, science experimentation, tabletop games, cultural exploration, letter recognition, sound and writing activities, art projects, and listening activities. The Young 5's program is a preschool program designed to meet the educational and developmental needs of children who turn 5 by March 1, but whose parents have chosen to not send them to Kindergarten. This is still a preschool program, not a substitute for, or an alternative to, Kindergarten. A child would be expected to attend a Kindergarten program

after participation in the young 5's. This year we are pleased to add a teacher's aide to our teaching team who will be in the classroom each day. With the addition of the teacher's aide, parents will no longer be required to stay as an assist parent during the entire class session. Instead, all parents will take turns providing the snack and water each day and fulfilling the end-of-day cleaning responsibilities as described in the handbook. To reflect this redefinition of assisting for the Young 5's program, the program will now be a "one rate" program without assist/non-assist options. Please remember that parents are *always welcome* to stay for the class, and encouraged to stay for gathering time, but there is no longer a *requirement* for parents to stay.

Chelsea Children's Cooperative Preschool is owned and administered by its members. Our Preschool relies on its members for the quality of its program and all of its maintenance. This gives parents the opportunity to be involved with their child and their child's peers. It also provides a "networking of families" as parents come to know one another by working together in the classroom or on mutual projects and/or committees. We also encourage families to exchange childcare for siblings when assisting in the classroom. Lasting friendships occur among both children and parents. Families experience first hand what is involved in making a successful school run, parents receive mutual support and feedback from each other and children benefit from parents who are familiar with and care for them. Qualified teachers provide the curriculum, structure and guidance needed to make the most enriching experience possible for the children.

For the 4 and 5 year olds, we also offer an optional, extended day arts enrichment program called "Arts Go 'Round." This program is offered in conjunction with the Chelsea Center for the Arts and is paid separately from the Co-op. Once every other week, children in the program receive art or music instruction from an artist/musician through the CCA. Children in the *morning 4's and/or young 5's* preschool session stay after preschool, eat lunch and then participate in their Arts Go 'Round class. Children in the *afternoon 4's and/or young 5's* session come in before preschool, go to their Arts Go 'Round class, eat lunch and then have preschool. Arts Go 'Round classes will start in mid-October and end in April. More information for these classes will be available before the start of the school year.

**Becoming a member of the Chelsea Co-op involves having some responsibilities. Responsibilities include the following:**

- Assisting in the classroom 1-2 times per month (when the assist option is selected)
- A committee or executive board assignment
- Attendance at one General Membership Meeting
- Attendance during orientation on the first day of school
- Support of fundraisers
- Compliance with school policies and bylaws

School begins the second week of September and ends the second week of May. The yearly tuition is divided evenly over the school year so that September-May's tuition is the same amount. Tuition rates vary for different sessions. Tuition is paid on a monthly basis; all members are required to pay the full monthly tuition regardless of attendance. **September's tuition is due on August 15, 2010, and can be mailed to P.O. Box 391 Chelsea, MI 48118.** Checks can be made out to Chelsea Children's Cooperative Preschool. Each subsequent month's tuition is due on the fifteenth of the month beginning September 15<sup>th</sup>. Late fees are assessed after the 25<sup>th</sup> day of each month. Partial tuition scholarships are available based on financial need. Details and a scholarship request application are available from the Membership Chairperson. All scholarship requests will be reviewed and granted confidentially.

Along with this letter you will find an application and committee description list. If you are interested in enrolling your child with our preschool, please mail or drop off the completed and signed application along with a \$25.00 non-refundable registration fee (add \$5.00 non-refundable registration fee for each additional child) to the Membership Chairperson as soon as possible.

**We accept members on a first come/first serve basis.** If a session is full your child can be placed on a waiting list for the first available opening; available slots in the sessions do fill up quickly. Mailing or dropping of the completed application and registration fee as soon as possible will help in guaranteeing a spot for your child.

Chelsea Co-op is located at 400 Congdon Street (at the corner of Summit, 1 block west of M-52/Main Street) in the Chelsea Center for the Arts building. For directions or to set up a visit please call the phone number listed below or the school number at (734) 433-1938.

Thank you for your interest in the Chelsea Children's Cooperative Preschool. If you have any questions or concerns, please feel free to give me a call.

Sincerely,  
Kristyna Dell  
2010-2011 Membership Chairperson  
Email: [kdelvalle@uwalumni.com](mailto:kdelvalle@uwalumni.com)

434 Elm St.  
Chelsea, MI 48118  
Phone: (608) 213-5811

**Chelsea Children's Cooperative Preschool, Inc.  
Membership Application**

\_\_\_\_\_  
Child's Name (and nickname if used) \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Parent(s) or Guardian(s) \_\_\_\_\_  
Home Phone \_\_\_\_\_  
Cell Phone(s)

\_\_\_\_\_  
Home Address \_\_\_\_\_  
City \_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Father's or Guardian's Place of Employment \_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Mother's or Guardian's Place of Employment \_\_\_\_\_  
Work Phone

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
Sibling's Names and Ages

\_\_\_\_\_  
How did you hear about the Co-op?

**Health Alert:** Does your child have any known health problems or restrictions? Any allergies, physical or emotional needs the teacher should know about? If yes, please explain.

\_\_\_\_\_

**Child Release Information:** Name of person(s), if any, to whom your child should **NOT** be released to:

\_\_\_\_\_

**Special Resources:** Do you have work experience/hobbies that you could share with the Co-op? Cultural interests/holidays?

\_\_\_\_\_

Do you have access to other resources (computer, copier) or other materials you may be able to share with the Co-op? Do you have any special training or hold any college degrees?

\_\_\_\_\_

Please review the enclosed list of committee descriptions and note any, in order of preference, which may be of interest to you or your spouse (guardian). Also note if you would like to chair a committee. The Vice President will contact you to assign and discuss your committee assignment.

1. \_\_\_\_\_
2. \_\_\_\_\_

3. \_\_\_\_\_
4. \_\_\_\_\_

## Chelsea Children's Cooperative Preschool 2010-2011 Class Offerings

### Request enrollment in appropriate session (please check one)

**Assist** = One family member works in the classroom one or two times a month

**Non-assist** = Family member is NOT required to work in classroom (**very** limited spaces)

\*All classes subject to enrollment, based on first come, first serve. If preference is not available, your child can be placed on a waiting list.

### 3 Year Old Program: (must turn 3 years old by December 1, 2010)

<b>AM Session</b>	<b>Tues/Thurs 8:30- 11:00 a.m.</b>	<input type="checkbox"/>	<b>Assist \$98/month (Sept*-May)</b>
		<input type="checkbox"/>	<b>Non-Assist \$118/month (Sept*-May)</b>
<b>PM Session (combined</b>	<b>Mon/Wed 11:45 am -2:15 p.m. 3 and 4 yr olds)</b>	<input type="checkbox"/>	<b>Assist \$98/month (Sept. *-May)</b>
		<input type="checkbox"/>	<b>Non-Assist \$118/month (Sept.* -May)</b>
<b>PM Session (combined</b>	<b>Tues/Thurs 11:45 am -2:15 p.m. 3 and 4 yr olds)</b>	<input type="checkbox"/>	<b>Assist \$98/month (Sept.* -May)</b>
		<input type="checkbox"/>	<b>Non-Assist \$118/month (Sept.* -May)</b>

\*September tuition is due by August 15

### 4 Year Old Program: (must turn 4 years old by December 1, 2010. If turning 4 between Dec. 1, 2010 and March 1, 2011 approval with director's consultation)

<b>AM Session</b>	<b>Mon/Wed/Fri 8:30 -11:00 a.m.</b>	<input type="checkbox"/>	<b>Assist \$147/month (Sept* -May)</b>
		<input type="checkbox"/>	<b>Non-Assist \$173/month (Sept * -May)</b>
<b>PM Session (combined 3</b>	<b>Mon/Wed/Fri 11:45 am -2:15 p.m. and 4 yr olds)</b>	<input type="checkbox"/>	<b>Assist \$147/month (Sept* -May)</b>
		<input type="checkbox"/>	<b>Non-Assist \$173/month (Sept* -May)</b>
<b>PM Session (combined 3</b>	<b>Tues/Thurs/Fri 11:45 am -2:15 p.m. And 4 yr olds)</b>	<input type="checkbox"/>	<b>Assist \$147/month (Sept* -May)</b>
		<input type="checkbox"/>	<b>Non-Assist \$173/month (Sept* -May)</b>

\*September tuition is due by August 15

### 5 Year Old Program: (must turn 5 years old by March 1, 2011)

<b>AM Session</b>	<b>Mon/Tues/Wed/Thurs 8:15 -11:15 a.m.</b>	<input type="checkbox"/>	<b>Assist \$240/month (Sept.*-May)</b>
			(Non-assist is not an option for this class)

Assist parents provide water or snack and perform end-of-day cleaning responsibilities. They do not assist in the class session itself.

\*September tuition is due by August 15

**Please read and sign below**

**Parent/Guardian Staffing Statement:** In compliance with Act No. 116, P.A. 1973 of the Administrative Rules regulating the operation of a Child Care Organization, mandated by the Michigan Department of Social Services, Chelsea Children’s Cooperative, Inc. requires you to read and certify the following statement:

*We hereby certify that we, as members of Chelsea Children’s Cooperative Preschool, Inc., having direct contact with children, have never been convicted of an offense greater than a minor traffic violation and have never been accused of or convicted of molestation or abuse of children or adults.*

\_\_\_\_\_  
Mother’s (Guardian) Signature & Date

\_\_\_\_\_  
Father’s (Guardian) Signature & Date

*\*Both parents must sign*

*If I/we are unable to certify the above statement for any reason, I/we hereby certify that I/we have confidentially shared this information with the President of the Chelsea Children’s Cooperative Preschool, Inc. and with the Family Independence Agency Licensing Division.*

\_\_\_\_\_  
Mother’s (Guardian) Signature & Date

\_\_\_\_\_  
Father’s (Guardian) Signature & Date

**Field Trips:** We hereby give permission for our child \_\_\_\_\_ to participate in field trips sponsored by Chelsea Children’s Cooperative Preschool, Inc. (A one-time \$25 field trip fee is due the first day of school. Please write a separate check to Chelsea Children’s Cooperative Preschool for this.)

\_\_\_\_\_  
Mother’s (Guardian) Signature & Date

\_\_\_\_\_  
Father’s (Guardian) Signature & Date

**Registration Fee:** A non-refundable registration fee of \$25.00 (add \$5 non-refundable registration fee for each additional child) is payable to Chelsea Children’s Cooperative Preschool with this application.

**Return form to:** Kristyna Dell  
Membership Chairperson  
Email: [kdelvalle@uwalumni.com](mailto:kdelvalle@uwalumni.com)

Phone: (608) 213-5811  
434 Elm St.  
Chelsea, MI 48118