



Kids Connection Monthly Calendar December 2019

Form Due November 20th



Child's Full Name _____ School: Maple Grove Glenwood Edgewood Elm Dale

Parent's Full Name _____ Phone Number _____

Monday	Tuesday	Wednesday	Thursday	Friday
<input type="checkbox"/> Before 2 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 3 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 4 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 5 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 6 <input type="checkbox"/> After <input type="checkbox"/> Before & After
<input type="checkbox"/> Before 9 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 10 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 11 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 12 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 13 <input type="checkbox"/> After <input type="checkbox"/> Before & After
<input type="checkbox"/> Before 16 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 17 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 18 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 19 <input type="checkbox"/> After <input type="checkbox"/> Before & After	<input type="checkbox"/> Before 20 <input type="checkbox"/> After <input type="checkbox"/> Before & After
23 No Kids Connection	24 Happy Holidays! No Kids Connection	25 No Kids Connection	★ 26 School's Out Day—Field trip Full Day @ Elm Dale	★ 27 School's Out Day—Field Trip Full Day @ Elm Dale
30 No Kids Connection	31 Happy New Year! No Kids Connection	School & Kids Connection Resumes on January 2nd!		

Week 1 (Dec 2-6)

	<u>1 Day</u>	<u>2 Days</u>	<u>3 Days</u>	<u>4-5 Days</u>	FEE
Before (AM only)	<input type="checkbox"/> \$12.00	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$28.25	<input type="checkbox"/> \$39.75	\$ _____
After (PM only)	<input type="checkbox"/> \$15.00	<input type="checkbox"/> \$27.50	<input type="checkbox"/> \$37.50	<input type="checkbox"/> \$53.00	\$ _____
Before & After (Both)	<input type="checkbox"/> \$23.25	<input type="checkbox"/> \$42.50	<input type="checkbox"/> \$60.25	<input type="checkbox"/> \$80.00	\$ _____

Week 2 (Dec 9-13)

	<u>1 Day</u>	<u>2 Days</u>	<u>3 Days</u>	<u>4-5 Days</u>	
Before (AM only)	<input type="checkbox"/> \$12.00	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$28.25	<input type="checkbox"/> \$39.75	\$ _____
After (PM only)	<input type="checkbox"/> \$15.00	<input type="checkbox"/> \$27.50	<input type="checkbox"/> \$37.50	<input type="checkbox"/> \$53.00	\$ _____
Before & After (Both)	<input type="checkbox"/> \$23.25	<input type="checkbox"/> \$42.50	<input type="checkbox"/> \$60.25	<input type="checkbox"/> \$80.00	\$ _____

Week 3 (Dec 16-20)

	<u>1 Day</u>	<u>2 Days</u>	<u>3 Days</u>	<u>4-5 Days</u>	
Before (AM only)	<input type="checkbox"/> \$12.00	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$28.25	<input type="checkbox"/> \$39.75	\$ _____
After (PM only)	<input type="checkbox"/> \$15.00	<input type="checkbox"/> \$27.50	<input type="checkbox"/> \$37.50	<input type="checkbox"/> \$53.00	\$ _____
Before & After (Both)	<input type="checkbox"/> \$23.25	<input type="checkbox"/> \$42.50	<input type="checkbox"/> \$60.25	<input type="checkbox"/> \$80.00	\$ _____

Week 4 (Dec 23-27)

School's Out Day 26th—Field Trip \$39 (Full Day 6:30am-6:00pm) \$ _____

School's Out Day 27th—Field Trip \$39 (Full Day 6:30am-6:00pm) \$ _____

Late Fee: \$15/Month \$ _____

Total Amount* \$ _____

*Apply late fee if you submit this form and payment after the 20th of November or within 10 days of needing care.

Payment Method: Cash Check (Payable to: City of Greenfield)

Auto Pay (CC on File – Last 4 #'s: _____)

Credit Card: Visa Master Discover

Card #: _____ Exp. ____/____

Card Holder Name: _____

Signature: _____

Auto pay option details are available on the back of this form.

Auto-Pay for December will be run on November 21st.

Send Receipt Via:
 Email US Mail

Payments

All payments are due at time of registering online or with monthly calendars. We do not bill for any services. Payment options include: Cash, Check or Credit Card. You also have the option for Auto Pay, where your credit card will be kept in our registration system and your card will be charged on the 21st of each month (or next business day) – please read the back of this calendar for more information. Any checks returned for insufficient funds will be charged a \$25.00 service fee. Please view our parent handbook for late registration fee information and policies.

Questions? Please call the Parks and Recreation office at 414-329-5370 M-F 8:00am-5:00pm

Please Note: Each month will begin on a Monday (unless a holiday lands on a Monday).

Calendar Registration Directions

1. Please check the boxes in the calendar of which days/times your child will be attending.
2. In the chart on the right, write the dollar amount for each week according to the number of days your child will be attending in that particular week in the blank spaces (\$_____).
3. Total all fee lines and enter in the Total Amount box.
4. Select payment method.
5. Submit sheet and payment to the Greenfield Parks and Recreation Office (details below.)

Registration Options

There are 8 ways to hand in the Kids Connection registration form and/or Monthly Calendars:

Online Via Editable PDF: Find our online editable PDF link on our website www.ci.greenfield.wi.us/parksrec to fill out the calendar and submit with a credit card payment.

By Mail: Mail form along with payment to: Greenfield Parks and Recreation 7325 W. Forest Home, Rm 200, Greenfield, WI 53220

By Email: Scan and Email calendar to: kids.connection@greenfieldwi.us

By Kids Connection Drop Box: Each school has a Kids Connection Drop Box where you may put your monthly calendar, registration form and payments in. These boxes will only be checked on Thursdays at 6:00pm.

By Fax: Fax form to 414-543-2369. Credit Card payment only.

City Hall Drop Box: Drop form and payment (no cash) in a sealed envelope marked Parks & Recreation Registration in the 24/7 drop box located by the south door entrance to city hall. 7325 W. Forest Home, Greenfield, WI 53220

In Person: The Parks and Recreation office is open Monday through Friday 8:00am-5:00pm. Stop by to process your registration in person or to drop off directly to our staff.

Online: Registration is available online at www.ci.greenfield.wi.us/parksrec. Credit card payment only. Please note that the individual month calendars are not defined online, therefore it is suggested to look at a Kids Connection calendar before registering to make sure you are enrolling for the proper dates. PDF's of the monthly calendars can be found online as well.

Auto-Pay Details

Auto-Pay is available for those who wish to have a credit card saved in our registration system, allowing parents to register easier and faster. The first time you select auto-pay, you must put in your full credit card information on the calendar and sign. After we have your card on file, you may select auto pay on each calendar and put in your last 4 digits of your card number on file to register your child. Monthly calendars still **MUST** be filled out completely each month. It is your responsibility to let us know if your credit card information changes. Auto-Pay is ran ONCE on the 21st of each month (or next business day). If you hand in a late calendar, you must provide a full form of payment on your monthly calendar including the \$15.00 late fee.

School's Out Days

School's Out Days are held at Elm Dale Elementary from 6:30am-6:00pm. Each day has a specific theme and/or field trip and these details can be found in our current Recreator. A sack lunch must be brought with the child. We provide 2 snacks a day. Pre-registration and payment is required 2 weeks prior to these days. If you have any questions about School's Out Days, please email kids.connection@greenfieldwi.us or call our office at 414-329-5370.

WWW.CI.GREENFIELD.WI.US/PARKSREC

What's available online?

- Parent Handbook of Procedures & Policies
- Registration Form
- Monthly Calendars
- Online Registration Link
- FAQ's
- Financial Assistance Form