

Student (s) Name: \_\_\_\_\_

### **Contract of Membership Responsibility**

Any parent who desires to join the Parent Education Program of the Burien Cooperative Preschool group and who is willing to accept the following responsibilities of active participation in the group is eligible for membership. I agree to:

1. Participate in the preschool classroom by working my **scheduled day.**
2. Be responsible for arranging a substitute in case of absence. If I cannot participate I will arrange for a substitute as specified in the Policies and Standards.
3. Read and abide by Policies and Standards and Bylaws of the Burien Cooperative Preschool. A copy of the Policies and Standards and Bylaws are posted on the preschool bulletin board and preschool website.
4. Complete the Risk Management Safety Training. Additionally any adult who will take my place in an absence will also have the required Risk Management Safety Training prior to filling in for me.
5. Attend the monthly parent meeting/parenting class. Regular attendance is required. If an emergency arises I will notify my class representative prior to the meeting/class to get my absence excused.
6. Fulfill a resource position in accordance with the Standards and Policies. Jobs will be assigned at orientation.
7. Participate in at least one scheduled cleaning of the preschool. A deposit of \$75.00 is collected at the beginning of the year. This check will be held, NOT cashed, unless this requirement is not met. Once I have fulfilled my cleaning obligation my check will returned to me.
8. Participate in scheduled volunteer hours as per agreement with the Burien Parks Department and/or serve on the preschool Board of Directors. A deposit of \$75.00 is collected at the beginning of the year. This check will be held, NOT cashed, unless this requirement is not met. Once I have fulfilled my volunteer obligation my check will be returned to me.
9. Provide snack as scheduled.
10. Pay tuition and fees promptly. A late fee of \$5.00 will be collected for payments received after the first of the month.

Please initial each line to acknowledge the following:

\_\_\_\_\_ I have read the Burien Cooperative Preschool Handbook provided to me and understand the responsibilities required for my child's enrollment.

\_\_\_\_\_ I have read the Burien Cooperative Preschool Bylaws and understand the organization's rules and regulations.

I have read the above responsibilities and fully understand what will be required of me as a participating parent at Burien Cooperative Preschool.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_