

Winter 2020

ACEIPSF

AFTERSCHOOL CLASSROOM ENRICHMENT



@ Northwood Elementary

WHAT IS THE ACE PROGRAM AND WHAT ARE ACE CLASSES?

The ACE Program (Afterschool Classroom Enrichment) is a program sponsored by IPSF (Irvine Public Schools Foundation) in cooperation with the Irvine Unified School District. These classes are offered right after school hours on the Northwood campus for nominal fees. IPSF selects contractors who teach all types of classes ranging from athletics to academics to arts.

Winter Classes At A Glance

Class	Grade	Day	Start	# of Mtgs.	Fee
MONDAYS: February 10, 24, March 2, 9, 16 & 23. NO class February 17.					
Chess	1 - 3 / 4 - 6	Mon	2/10	6	\$117
TUESDAYS: February 4, 11, 18, 25, March 3, 10, 17 & 24.					
Microscopic World: Surprises You Can't See!	1 - 3	Tue	2/4	8	\$225
WEDNESDAYS: February 5, 12, 19, 26, March 4, 11, 18 & 25.					
Young Einsteins: Master Makers	1 - 3	Wed	2/5	8	\$202
Engineering & Robotics: LEGO® Battlebots	4 - 6	Wed	2/5	8	\$202
THURSDAYS: February 6, 13, 20, 27, March 5, 12, 19 & 26.					
Little Orators	1 - 3	Thu	2/6	8	\$201
Speech & Debate	4 - 6	Thu	2/6	8	\$201
FRIDAYS: February 7, 21, 28, March 6, 13, 20 & 27. NO class February 14.					
Funny Pictures: Cartooning for Kids	1 - 3 / 4 - 6	Fri	2/7	7	\$137

Register Online January 17 - 29

Online Registration ONLY at www.ipsfacademy.org

Visit www.ipsfacademy.org/ace to view the full Northwood ACE brochure including detailed class descriptions and class times.



Scholarships Available!



Questions? Contact volunteer NW ACE coordinator, Ellen Wong, at ACEnorthwood@ipsf.net

GENERAL INFORMATION

REGISTRATION:

Begins: Friday, January 17
Ends: Wednesday, January 29
Classes start: Tuesday, February 4

Register at www.ipsfacademy.org

Enrollment is subject to class availability. Students must attend the school where they enroll in ACE classes.

HOW TO REGISTER:

1. Login at www.ipsfacademy.org Please use Chrome or Safari as your browser; older versions of Internet Explorer are not supported.
2. If you have not created a User Email/Password account, you will need to create one for yourself. Click "Create An Account". Once you have successfully created a parent profile, you will be directed to login.
3. Click on "Add a Student" to create profiles for each of your students if one does not already exist. **For existing students, verify profiles are up to date including grade, homeroom and transportation.**
4. Click "Register for Classes".
5. Select the desired class(es) and checkout.
6. Once you have checked out, you will receive an email confirmation listing your student's class enrollment.

REFUNDS: Tuition is nonrefundable unless the class is cancelled by the ACE coordinator. If your child registers late, misses classes or withdraws before the end of the session, you are still obligated for the full fees for that session. You are eligible for a prorated tuition refund or credit only if your child withdraws due to serious illness or injury, corroborated by a note from your doctor. All refunds are subject to a \$25 non-refundable program fee. Please be advised that refunds may take up to one month to process.

FLEXIBLE SPENDING ACCOUNTS: Receipts for programs attended by your child are available on request after completion of the programs. Please contact IPSF with parent's name, child's name, address, phone number, name and location of program(s) attended, and dates attended. IPSF can be reached via email at mstenta@ipsf.net. This material is provided for informational purposes only. IPSF does

not provide tax, legal, or accounting advice, and makes no representations regarding the deductibility or FSA eligibility of any program related expenses. Please consult your individual tax advisor to determine how much of your payment, if any, is deductible and/or FSA eligible.

CLASS AGE LIMITS: In order to develop classes suitable for a particular age range, we specify age limits in the brochure.

CLASS CONFIRMATIONS: Class confirmations are emailed upon successful completion of enrollment. Please add webmaster@ipsf.net to your email address book.

CLASS CANCELLATIONS: We do our best to accommodate all students who sign up for ACE classes. In order to keep class fees as low as possible, we must set a minimum enrollment number for each class to cover the class expenses. If the minimum enrollment is not met, the ACE Program reserves the right to cancel the class and return all registration fees. You will be notified of any cancellations before the first scheduled day of class.

TRANSPORTATION: Getting students to and from class is the responsibility of parents. In the first week of classes, ACE site monitors will attempt to locate registered students who are not present in their class. After that week, however, we expect that the students will know where they should go. If your child has difficulty remembering to go to class, you might want to escort him/her or contact another child in the class so your child has a "buddy" to provide a reminder about class.

ACE students must be picked up immediately after class. Arranging pick-up is the responsibility of parents. School staff, ACE instructors and ACE volunteer monitors are not responsible for your child after class. If you are late picking your student up two times, your student will be removed from the program and there are no refunds.

SNACKS: Your child is always welcome to bring a personal snack. Please do not send any snacks containing peanut or tree nut products. Please contact the school site ACE coordinator immediately if your child has severe food allergies.

CONTINUING CLASSES: Unless noted otherwise in the brochure, students in continuing classes must submit a registration form and payment for each session.

CONDUCT: Normal classroom conduct is expected of all ACE students and we generally have very few problems with the behavior of our students. Children displaying unacceptable behavior will be issued a one-time "Behavior Citation" that will have to be signed by a parent before the student can continue the class. If a second citation is necessary, the child will be dismissed without refund.

SCHOLARSHIPS: A limited number of 50%-100% scholarships are available for all classes based on need. Income documentation is required for approval. Parents may apply for a scholarship by accessing and completing the scholarship form at www.ipsfacademy.org/ACE.

MONITORS WANTED: Would you like to help monitor ACE classes 1 to 1-1/2 hours per week? The work is easy - taking roll, assisting any children who need help, occasionally helping with classroom set up and clean up, and randomly checking on each class a few times during the class period. Volunteers who monitor are granted one reduced class tuition per session. Interested? Contact the ACE Coordinator listed below.

PROGRAM SPONSORSHIP: Irvine Public Schools Foundation (IPSF) sponsors the district-wide ACE program in cooperation with the Irvine Unified School District.

For further information about the ACE program at other schools, please call IPSF at (949) 263- 8340

ATTENDANCE: If your student will be absent from ACE class, please send a message to the contact listed below before 11 a.m. on the day of ACE class.

????? QUESTIONS ??????

Contact Northwood ACE Coordinator,
Ellen Wong, at
ACEnorthwood@ipsf.net

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