

WELCOME TO THE AT LAST! CIT PROGRAM 2009

Eligible Students - Current Grades 7-8

Dates: July 6 - August 14, 2009

Location: Manorhaven and Guggenheim Elementary Schools

The Port Washington Public School District is pleased to continue the Counselor In Training (CIT) component of the AT LAST! summer program. Designed for students who are currently in the seventh and eighth grades, this program will provide training and experience in working with children for young people not yet old enough to hold paying jobs. CITs learn important life skills including responsible behavior, cooperation and leadership development.

After an in-school interview for all new applicants, accepted students and their parents will attend a mandatory orientation session at Weber on April 30, 2009 at 7:30 P.M. This will provide them with a knowledge of the policies and procedure that keep the program running smoothly-- health and safety issues, attendance requirements, program structure and operation will all be explained. All students in the program must attend with a parent or adult family member.

All participants will work as assistants in the AT LAST! morning or afternoon classes. Their preferences and abilities as well as program needs will be considered. This work will be from the hours of 9:30-12:30 or 1:00-3:30. The CITs will be supervised by program staff and teachers, who will regularly offer suggestions and evaluations. CITs will be transported by bus when their assignments are in another location.

Before or after lunch, the CITs will meet for instruction. All CITs are expected to attend all sessions of the program which will begin at 9:30 and end at 3:30 PM every day but Friday, when dismissal will be at 12:30 PM, and trip days. CITs are not permitted to leave school grounds during the program hours.

The training component of the program will cover a variety of subjects including the American Red Cross child-care course, first aid, safety and community service. Applicants must be prepared to devote their attention to afternoon classes and put in preparation time. Every student will do a project--for example, presentation of a story and related project for their morning class--which will be evaluated. These classes are serious instruction, and all program participants are expected to participate fully.

The CIT program will include trips that provide enrichment and enjoyment. All fees for trips are included in the tuition; no additional money will be collected from program participants. Past destinations have included a baseball game, Splish Splash Water Park and New York City. CITs can be prevented from going on trips if their behavior has not supported the goals of the program. CITs are expected to attend all trips. If a CIT cannot participate in a trip for a valid reason, a written excuse is required and the CIT will be expected to assist in an afternoon class until 3:30 PM.

Enrollment in this program is limited. Consideration is given to students with abilities and experience that fit particularly well with the activities currently available in the AT LAST! program. All first-time applicants will be interviewed and all applications will be reviewed.

CIT PROGRAM INFORMATION and REGISTRATION PROCEDURE

- * Complete the registration form.
- * Mail application immediately. Must be received by April 8, 2009.
- * Make your check out to the Board of Education, Port Washington for full payment. You may also pay by credit card (see registration form).
- * Refunds are available less a \$100 processing fee until May 1, 2009. No refunds thereafter.
- * New students will be notified of interview date and time.
- * Accepted students will be notified by April 27, 2009.
- * Mandatory parent and student orientation on April 30 in the Weber Middle School Auditorium at 7:30 P.M.

Schedule: Program runs from Monday, July 6 through Friday, August 14, 2009, from 9:30 AM- 3:30 PM, except on Fridays when dismissal will be at 12:30 PM and trip days when dismissal will vary.

Location: Port Washington school district facilities as well as locations to be announced.

Priority: Applications are processed in order of receipt. Residents of the Port Washington School District are given priority. Admission is selective and based on this application and references. New students will be interviewed.

Refunds: Program fees will be processed when the student is accepted into the program. Refunds are available less a \$100 processing fee until May 1, 2009. No refunds thereafter.

Transportation: Round-trip transportation for CITs is available between neighborhood bus stops and Manorhaven or Guggenheim. All transportation during the program day is included.

T-Shirts: All CITs are required to wear program T-shirts every day. The program fee includes 5 T-shirts per child.

Important: The program reserves the right to end the enrollment of any student for misconduct. A prorated portion of the fees will be refunded. The AT LAST! program does not provide support services. Students who enroll should be able to maintain themselves adequately in a regular classroom setting appropriate for their age and grade in order to continue participation. The program reserves the right to withdraw any student.