

The
School Sharpener
After-School Program



Student/Parent
Handbook

Located at:

Asbury United Methodist Church
4257 Kearneysville Pike ♦ Rt. 430
Shepherdstown, WV 25443

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The School Sharpener

INTRODUCTION

The School Sharpener (SS) Staff would like to take this opportunity to welcome and introduce you to The SS program.

We are committed to helping our students achieve their goals and sharpen their academic performance in the area basic skills.

Our students engage in enrichment and recreational activities that helps to foster positive social skills. Included also in their daily activities are a nutritious snack, computer enhancement, and great online educational programs.

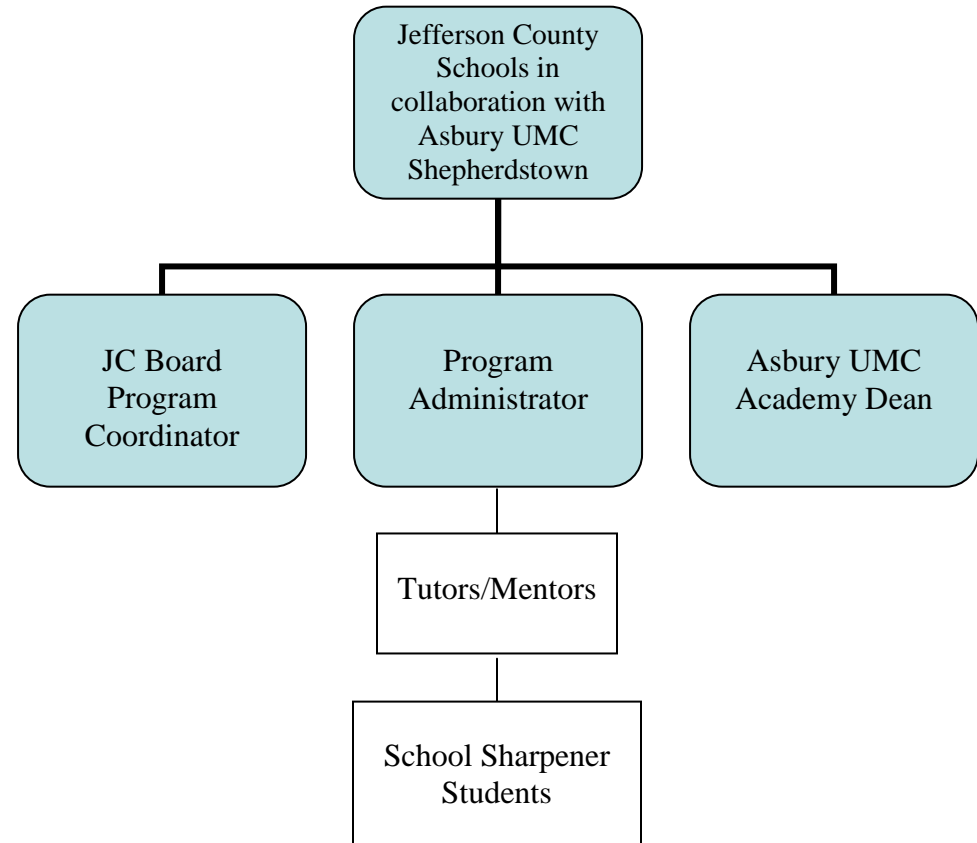
We are available daily between 6:00 – 6:30 pm to discuss student progress and other issues with parents to ensure that students receive the best benefit from the School Sharpener program.

SS Program hours:

- 2:45 pm – 6:00 pm – Middle School students
- 3:30 pm – 6:00 pm – Elementary School students

Please note:

- Students picked up **after 6 PM** will be charged a late fee of \$5 per 10 minutes.
- Parents/guardians **must** sign their child(ren)out everyday, including time of pick-up.



SS Mission

The School Sharpener program provides a safe environment where tutoring and cultural enrichment activities are available to SS students from Monday through Thursday.

Address/Telephone

The School Sharpener program is located at:

Asbury United Methodist Church

Route 430
4257 Kearneysville Pike
Shepherdstown, West Virginia 25443
(Across from Morgans Grove Park)

(304) 876-3112

Office hours: 9:00 a.m. – 5:00 p.m.

Jefferson County School Board

(304) 728-9240
Arthena Roper
Office hours: 8:00 a.m. – 4:00 p.m.

Partnership

The School Sharpener program is funded by the Jefferson County Schools in collaboration with Asbury United Methodist Church to:

- Sharpen the academic performance in basic skills
- Help close the Achievement Gap
- Provide enrichment activities
- Provide recreational activities
- Foster positive social skills

The program has also partnered with individuals in the community to provide additional services such as:

- Reading with students
- Supervising activities/clubs
- Donating classroom materials
- Demonstrating products & services

Application Fee

Although The School Sharpener is a **free** program, there is a per semester application fee of **\$50.00** which can be paid prior to the start of each semester, or all together (\$100.00) for the fall and spring semesters.

Parents are to be reminded that the program capacity is forty (40) students, and applications are processed on a first come, first serve basis. Therefore, a commitment on the part of the parent for the full year will ensure that the student will be able to attend the program from September through May.

Components of the Program

The School Sharpener program will be depending on parents/guardians and schools to help us as we help our students to succeed; therefore, the students:

- **Must** bring homework and planners to SS **everyday**.
- **Must** provide SS with a copy of their report cards each grading period to ensure that the tutors/mentors are focusing on areas of concern.

Other ways that parents/guardians and community supporters can help is to **volunteer** at least 1 hour per week to:

- Read to/with students in grades K through 5th
- Help 5th through 8th graders with Science, Social Studies & Math.

Clubs/Recreational Activities

Clubs and recreational activities are offered **after** tutoring; therefore, we encourage parents to permit their child(ren) to remain for the duration of the program in order to take part in the clubs and activities offered by the program.

In addition, certain materials are purchased for activities based on the number of students assigned to that activity. When parents pick their child(ren) up early or without prior notice, they do not get to participate in a well-rounded day of tutoring and activities.

Therefore, a form will be provided to parents/guardians that indicates which day(s) their children will: **(a)** not attend **(b)** be picked up early. This information is important for planning purposes.

Volunteers needed:

The program seeks help from adults, college and high school students to supervise or assist in club and enrichment activities:

- Chaperones
- Event Planners
- Guest speakers with topics of interest
- Story tellers (K thru 5th grades)
- Poetry readers (5th thru 8th grades)
- Other areas of interests, i.e.
 - Pottery class
 - Cooking class
 - Sewing class
 - Crocheting/Knitting
 - Musical instruments
 - Dance
 - Drama
 - Chess
 - Outdoor recreations, i.e.
 - Basketball
 - Softball
 - Football
 - Soccer
 - Movie attendants

Student Agreement

I, _____, agree
(If more than 1 student, print last name and include names below)
to abide by the rules and regulations of The School Sharpener
program.

My parents and I have read the Standards of Conduct, and understand that in order for me to learn to my fullest potential, that I must stay focused, follow directions, and keep myself occupied with school related work at all times (unless assigned another task).

I further understand that if I do not conduct myself in an appropriate manner that the Program Administrator will have permission to contact my parents/guardians at the number(s) provided below.

I promise to do my best to uphold the standards of The School Sharpener program which has been introduced to Jefferson County elementary and middle school students to help sharpen our academic skills.

1st Student: _____ Date: _____

2nd Student: _____ Date: _____

3rd Student: _____ Date: _____

Parent/Guardian signature: _____

Phone # _____ Phone # _____

Best time: _____

Best time: _____

Jefferson County School Calendar



The School Sharpener follows the Jefferson County School closings.

In the event that you may have questions about a closing, please feel free to call the Asbury UMC or Jefferson County School numbers provided on the introduction page.

We hope you will have a good school year at The School Sharpener program.

With kindest regards,
Arthana Roper,
Program Coordinator
Jefferson County School