



Administrative Office: 2366 Eastlake Avenue East, Suite #424, Seattle, WA 98102  
After June 30: 12353 Eighth Avenue Northeast, Seattle, WA 98125  
Phone: (206) 547-3914 · office@kadima.org · www.kadima.org

**KADIMA Membership Application 2009-2010**

**Enrollment forms are due on/before June 30, 2009. Late fees will apply after June 30.**

**Early Bird Special!**  
Return your enrollment form on or before June 30, 2009, and receive a \$30 discount on your tuition fees! Discount is per family, not per student.

New member: How did you hear about Kadima? \_\_\_\_\_

**Child(ren)'s Last Name** \_\_\_\_\_

**Adult 1** (Last) \_\_\_\_\_ (First) \_\_\_\_\_

Home address \_\_\_\_\_

City \_\_\_\_\_ ZIP \_\_\_\_\_ E-mail \_\_\_\_\_

Home phone (\_\_\_\_) \_\_\_\_\_ Day phone (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

Occupation: \_\_\_\_\_ Birth date \_\_\_\_\_

**Adult 2** (Last) \_\_\_\_\_ (First) \_\_\_\_\_

Home address \_\_\_\_\_

City \_\_\_\_\_ ZIP \_\_\_\_\_ E-mail \_\_\_\_\_

Home phone (\_\_\_\_) \_\_\_\_\_ Day phone (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

Occupation \_\_\_\_\_ Birth date \_\_\_\_\_

Anniversary, if applicable \_\_\_\_\_

**Enrolled child(ren) resides with:**  Both adults  Adult 1  Adult 2

**Family Information (if new information to Kadima):**

Child: \_\_\_\_\_ Birth date: \_\_\_\_\_ Kadima student? \_\_ Yes \_\_ No

Child: \_\_\_\_\_ Birth date: \_\_\_\_\_ Kadima student? \_\_ Yes \_\_ No

Child: \_\_\_\_\_ Birth date: \_\_\_\_\_ Kadima student? \_\_ Yes \_\_ No

Yahrzeit (death anniversary) dates:

Name: \_\_\_\_\_ Date of Death: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Date of Death: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Date of Death: \_\_\_\_\_ Relationship: \_\_\_\_\_

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**KADIMA School Enrollment Form 2009-2010**

**Child's Name**

**Hebrew Name**

1.	
2.	
3.	

**Child's name**

**Age**

**Grade in fall**

**Name of Secular School**

1.			
2.			
3.			

**Medical Information:**

Physician \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

**Permission for emergency medical care (see page 5).**

**Emergency Contacts:**

Name	Relationship	Phone number

**Field Trip Permission see page 6. Permission for Photography and Publicity see page 6.**

**Keeping grandparents informed:**

Would your child(ren)'s grandparents or other adults like to receive information about Kadima (Newsletters, Update, announcements)? If 'yes':

Names \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

**Special needs and/or additional information:**

Does your child(ren) have special learning needs, abilities or medical conditions?  No  Yes. If yes, please explain:

Is there additional information about your child(ren) that would be helpful in ensuring a positive experience in school? If yes, please explain:

Or, call the Education Director at (206) 547-3914 to personally discuss issues.

**School Enrollment Special Needs Provision:**

Kadima is committed to do all that it can to support the educational and emotional needs of your child to the best of its ability. Beyond what Kadima can do, considering both its limited human resources and financial resources, it is expected that you, the parent or guardian, be prepared to provide a classroom aide or shadow for your child if it is decided that this is the best course of action for your child and his/her classmates.

## KADIMA Membership and Tuition Registration 2009-2010

### SCHOOL TUITION 2009-2010

The cost of tuition does not cover the cost of education alone. We rely on membership dues/pledges to subsidize the cost of educating our young. Standard fee rates are available to Kadima members only. Non-members must pay the unsubsidized rates.

PROGRAM	Subsidized Fees (Standard)	Unsubsidized Fees (True Cost)	1st Child's Name: <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	2nd Child's Name: <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	3rd Child's Name: <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>
Judaic studies, K – Grade 7 (Sundays)	\$550 (\$475 for 2 <sup>nd</sup> or 3 <sup>rd</sup> child)	\$825			
Hebrew School* (Mondays) Grades 3 - 7, Levels I – 4 (Indicate which <b>level</b> you're registering for)	\$350	\$625			
B'nei Mitzvah Aleph (1 <sup>st</sup> year, for 6 <sup>th</sup> graders)	\$500	\$775			
B'nei Mitzvah Bet (2 <sup>nd</sup> year, for 7 <sup>th</sup> graders)	\$500	\$775			

\*Minimum enrollment per class: 5 students. Classes with less than 5 will have a higher fee.

### TOTAL MEMBERSHIP/TUITION FEES 2009-2010:

Kadima believes strongly that Jewish education should be available and accessible to all. No one will be turned away due to financial concerns. If the cost of tuition or the suggested membership pledge is a financial hardship for you, please communicate your needs to the Office Manager.

\$ \_\_\_\_\_ **Recommended Membership Pledge is 1.5% of 2008 gross household income. (Pledge an amount that is feasible for you. No one will be turned away.)**

\$ \_\_\_\_\_ **Total Tuition Costs for Household.**

\$( \_\_\_\_\_ ) **\$30 off tuition if enrolling by June 30.**

\$ \_\_\_\_\_ **\$40 annual materials fee per student (not per class).**

\$ \_\_\_\_\_ **Tax Deductible Donation (Suggested: \$100 \$250 \$500 \$750).**  
 Add to invoice, apportioned over the year     Enclosed

\$ \_\_\_\_\_ **\$40 Late Fee if enrolling after June 30 (continuing students).**

\$ \_\_\_\_\_ **80 Jewish Reconstructionist Federation Annual Dues.**

\$ \_\_\_\_\_ **TOTAL**

**\$100 deposit, to be applied to your account—please return with this form.**

<b>Payment Plan:</b>	
<input type="checkbox"/> Bill me monthly <input type="checkbox"/> Pay in full by September <input type="checkbox"/> Credit card monthly by office <input type="checkbox"/> Need to discuss a payment plan	
Credit Card # _____	Exp. date ____ / ____ / ____
Name on card _____	



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**KADIMA Involvement 2009-2010**

**Kadima requests nine volunteer hours per year from each adult member.**

**Adult #1 name & initials** \_\_\_\_\_

**Adult #2 name & initials** \_\_\_\_\_

**Adult #3 name & initials** \_\_\_\_\_

**Adult #4 name & initials** \_\_\_\_\_

Please indicate with your initials in the boxes below your volunteer choices.  
 If your group needs to begin its work during the summer, we will contact you ASAP.  
 Kadima requests nine volunteer hours per year from each adult member.

<b>Community Engagement</b> Marketing & outreach Strengthening our community Defining our community Defining ourselves as Reconstructionists Fundraising	<b>Religious Rituals</b> Defining our religious practices Prioritize holidays Life cycle events Spiritual leadership Working on liturgy	<b>Women's Torah Project</b> WTP Committee Graphic arts Technology Fundraising	<b>Community Celebrations &amp; Events</b> Planning Set up and/or clean up Food/supplies procurement Arts & Crafts help
<b>Learning for Children, Youth and Adults</b> Education Committee Field-trip driving and/or escort During-school holiday celebrations Adult Education	<b>Tikkun Olam</b> Defining format and structure Tikkun olam learning for all ages Establishing connections for projects Tikkun olam ideas	<b>Technology</b> Website Facebook Community electronic bulletin boards	<b>Note other areas with which you'd like to help:</b>

**Are you interested in a neighborhood Chavurah?**    **YES**    **NO**  
 (A chavurah is a group that shares a common connection and meets to socialize or to work toward a common goal. We try to put them together by neighborhood or when families have kids of similar ages.)



## **DERECH ERETZ; KADIMA BEHAVIOR POLICY**

**DERECH ERETZ IS DEFINED BY YOUR IMPACT ON OTHERS  
DERECH ERETZ IN EVERY-DAY LIFE GOVERNS WHAT TO DO  
DERECH ERETZ IN EVERY-DAY LIFE GOVERNS WHAT NOT TO DO**

Derech Eretz is the Hebrew phrase for personal actions of mutual respect; decent, polite, respectful, thoughtful, and civilized behavior. Behavior in our program is governed by Jewish values, which emphasize treating everyone involved in the educational experience (students, teachers, parents and school leadership) with *Derech Eretz*.

*It is the student's right to learn and the teacher's right to teach. No one has the right to interfere with the teaching-learning process.*

Kadima will attempt to accommodate, to the best of its staff's abilities, student's learning disabilities; however, Kadima does not have any special education or therapeutic support and therefore, cannot accommodate serious behavior/social disruptions in the classroom. In the rare instance requiring disciplinary action, Kadima's discipline plan is as follows:

If a minor problem arises, teachers will handle it directly within the classroom. Teachers will make every effort to deal with disciplinary problems in a positive, productive, and age appropriate manner within the classroom. The teacher will advise the student that their behavior is unacceptable and may not be repeated. In the case of electronic devices, they will be taken away for the remainder of the class, and will be retrieved at the end of the day by the parent/s.

Occasionally, however, such efforts may prove ineffective and it will be necessary to take formal action by bringing the behavior to the attention of the Education Director.

I. First serious behavior disruption—which interferes with the learning opportunity of classmates and others—will result in a first warning. The process is as follows:

1. The student will be asked to fill out a Behavior Report, stating what happened and what could have been done to prevent it. The student will also speak with the Education Director and the teacher at that time.
2. Student, teacher, and Education Director develop a change of behavior contract that the Education Director sends (or gives) to the family, and to the teacher.
3. The Director of Education, together with the teacher, will establish an improvement plan.

II. The Second serious behavior disruption — which interferes with the learning opportunity of classmates and others —will result in a final warning.

1. In addition to the above steps, the parent/s will be brought into the conversation.
2. Education Director will contact parent/s to discuss the situation and seek their assistance. The Education Director and the teacher will discuss the behavior with the parent/s and develop a plan of action that may include the parent/s attending classes with their student.

III. Third serious behavior disruption— which interferes with the learning opportunity of classmates and others — will result in expulsion.

1. Teacher will notify the Education Director at the time of the disruption.
2. Student will be asked to leave the classroom for a conference with the Education Director.
3. Teacher gives Education Director a written report of student's behavior, which will be sent to the parents.
4. Education Director notifies parents that student is expelled from school.

PLEASE NOTE: If student's behavior results in expulsion, tuition refund will follow the liability schedule as if the student withdrew.

**IV. ABUSIVE OR VIOLENT BEHAVIOR IS NOT ALLOWED AT ANY KADIMA EVENT AND WILL RESULT IN IMMEDIATE EXPULSION.**

# KADIMA MEMBERSHIP CONTRACT 2009-2010

## MEMBER INVOLVEMENT EXPECTATIONS

I/We understand that Kadima relies heavily upon member involvement, and that in the absence of such involvement, Kadima cannot fully carry out its mission and programming. I/We agree that our household will contribute at least 9 hours per adult in our household during the year. **ALL MEMBERS ARE ASKED TO PARTICIPATE IN THIS PROGRAM.**

## TUITION REFUND POLICY AND SCHEDULE

If a student withdraws from Kadima prior to October 5, 2009, the family will only be responsible for payment of the tuition deposit of \$100. Membership is non-refundable.

Because staffing is based on the number of students enrolled in classes, families who withdraw their students from Kadima after October 5, 2009, will be responsible for payment of tuition on a prorated basis. The balance due to Kadima will be calculated as a percentage of total tuition, including deposits, but excluding registration fees, as follows:

Withdrawal 10/6/09– 11/16/09	25% of total fees will be due
Withdrawal 11/16/09 – 12/14/09	50% of total fees will be due
Withdrawal 12/17/09 – 1/11/10	75% of total fees will be due
Withdrawal 1/12/10– 6/30/10	Family is responsible for paying all tuition

## PENALTIES FOR LATE PAYMENT

I/We will pay a \$35.00 charge for all checks returned by the bank for nonpayment. If payment needs to be deferred due to family financial changes, I/we agree to discuss this with the Kadima office **on or before the date payment is due**, and all late charges and interest may be waived. **Any fees outstanding from the previous year must be paid prior to the start of the new school year.**

## PERMISSION FOR EMERGENCY MEDICAL CARE

I/We give permission for my/our child(ren) to receive basic first aid while at Kadima. I/We consent to emergency medical, surgical, and hospital treatment by a licensed medical emergency team, physician, or hospital (including transport by aid car or ambulance) when deemed immediately necessary to guard my/our child(ren)'s health while at Kadima, and I/we cannot be contacted. I/We waive my/our right to informed consent for such treatment.

## PERMISSION FOR FIELD TRIPS

I/We give permission for my/our child(ren) to attend Kadima field trips, and understand that transport will be by parent carpool, public transit, or walking. Parents will be notified of any field trips in advance. Teachers are required to notify the Education Director if they are taking students off the grounds of the Kadima House/Seattle Jewish Community School.

## PERMISSION FOR PHOTOGRAPHY AND PUBLICITY

\_\_\_\_\_ Please initial here to allow Kadima to put photographs of your child(ren) on the Kadima website or in other publicity materials for educational and advertising purposes.

\_\_\_\_\_ Please initial here to allow Kadima to put photographs of you on the Kadima website or in other publicity materials for educational and advertising purposes.

## BEHAVIOR EXPECTATIONS & STANDARDS FOR DISMISSAL (see page 5)

Kadima reserves the right to dismiss a child from the school if:

- 1) Financial obligations are not met;
- 2) All steps of the behavior contract have been exhausted (see page 5) or for poor attendance;
- 3) Kadima determines at its sole discretion that the child's enrollment may jeopardize the safety and well-being of the students and staff.

***I support Kadima's values and agree to the terms of this enrollment form and contract as provided above.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

***Please sign this copy and return it to the office.***

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\_\_\_\_\_ Please initial here to allow Kadima to put photographs of you that may appear in on the Kadima website or other publicity materials for educational and advertising purposes.

## BEHAVIOR EXPECTATIONS & STANDARDS FOR DISMISSAL (see page 5)

Kadima reserves the right to dismiss a child from the school if:

- 4) Financial obligations are not met;
- 5) All steps of the behavior contract have been exhausted (see page 5) or for poor attendance;
- 6) Kadima determines at its sole discretion that the child's enrollment may jeopardize the safety and well-being of the students and staff.

***I support Kadima's values and agree to the terms of this enrollment form and contract as provided above.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

***Please detach this copy. It is for your records.***