Information Sheet

Hello and thank you for your interest in STARS Homeschool Co-Op! We designed this information sheet to provide you with some basic information about how STARS Co-op runs. If you have any additional questions, please feel free to contact a STARS leader via email at starschcoop@gmail.com.

About Us

STARS Homeschool Co-Op was established in 1989 by members of Grace Bible Fellowship Church. We still meet two Fridays per month at GBFC in Harrisburg, PA. We are an educational enrichment co-op. Our goal is to supplement home education with fun and engaging classes. Some classes are more academic in nature, while many are more like electives.

Start Time and Class Times

We ask that all members arrive at 8:45am for set-up and be prepared for morning announcements and devotions. Morning announcements and devotions will be ten to fifteen minutes long. Children and teachers will then be dismissed to their classes or duties. Please note that children are not allowed to be dropped off at co-op or any co-op event without a parent or guardian on the premises.

Here is the STARS Schedule we utilize for the days we meet:

8:45 – 9:00	Arrival and Set Up
9:00 – 9:20	Announcements, Pledge, Prayer, Devotion
9:25 – 10:15	Class 1
10:20 – 11:00	Recess and Parent Time
11:05 – 11:55	Class 2
12:00 - 12:45	Lunch
12:45 - 1:35	Electives
1:35 - 1:50	Final Clean Up and Dismissal

Recess

Recess is an important time for the children to burn some of their energy! Parents should ensure that their children are dressed properly for outdoor play. In the case of severe weather, organized recess will take place indoors. Parents will be on a rotating schedule for supervision purposes.

Clean Up Duty

We ask everyone to participate in the clean up. Once classrooms are clean, they are considered closed and students may not reenter that classroom. We will tear down tables and chairs and return the church to its original state, if not better, than when we first arrived.

STARS Roles and Responsibilities

STARS Co-op functions with each member participating in a variety of roles. Every member plays a vital part in keeping STARS running, and we are thankful for their hard work. We ask each attending member to serve in the classroom as a:

Lead Teacher- Teacher of a Co-op class who creates most of the lesson being taught; provides instruction to students; maintains class materials and preparation. It is up to the lead teacher to be in contact with the assistant and to communicate any needs the classroom may have.

Assistant Teacher- Responsible for assisting the lead teacher in the classroom. The assistant must be willing to take charge of the classroom if the lead teacher is absent. It is important for the assistant to be aware of classroom expectations in the event they must lead the class. An adult is never to be alone in a classroom with any number of students.

Helper/Floater- A floater's main job is to be available to help if needed. Floaters help maintain the safety of the children by making sure that children return to their appropriate classrooms or bathrooms.

Additionally, we ask members to serve on at least one committee. Committees oversee planning and helping run special events. These events include but are not limited to: Field Trips, Service Projects, Field Day, Safety Day, Christmas Program, Winter Fun Day, and Fine Arts Program.

Other Considerations

STARS Yearly Fees – The yearly fee for STARS Homeschool Co-Op is $115 per family plus $25 for each student in PK through 12th grade. The fee is due upon joining STARS with completed paperwork. The membership is non-refundable and not prorated should a family join or leave mid-year.

Classroom fees – Occasionally an elective class may have additional cost in order to provide the optimal learning experience. Some examples of such classes have been an art or book club. The teacher is asked to keep costs as low as possible.

Financial burden – If at any time a member has a financial burden and is struggling to meet membership obligations, *please alert a leader of your need*.

Thank you for your interest in STARS Homeschool Co-Op. We look forward to connecting with you and serving the Lord beside you and your family during your homeschool journey.

Leadership Team: Kirsten Lawson, Jessica Urrutia
Advisory Board: Courtney Fuoti, Lindsey Garrick, Jazmin Hernandez, Tammy Sweger