

Dr. Daniel J. Dooley
Superintendent of Schools

Mrs. Julie Velluzzi
Business Administrator

Ms. Lindsay Reed
Director of Special Services/Preschool



ABSECON
PUBLIC SCHOOLS

800 Irelan Avenue, Absecon NJ 08201
Phone (609) 641-5375 Fax (609) 641-8692

Mr. Kevin Burns, Principal
Emma C. Attales Middle School

Mrs. Leslie Schiavo, Principal
H. Ashton Marsh Elementary School

Ms. Kayleigh Friend
Supervisor of Curriculum & Instruction

STARS 2026-2027 School Year Registration Agreement

Program Hours & Rates

Morning Care (7:00 AM - 9:05 AM)

- **\$6/hour** (Grades 1-8)
- **\$7/hour** (Pre-K & Kindergarten)

After-Care (Dismissal - 5:45 PM)

- **\$6/hour** (Grades 1-8)
- **\$7/hour** (Pre-K & Kindergarten)

- ♦ **Billing:** Minimum charge **1 hour**, time then rounds up to the next full hour.

Billing & Payments

- **Billing Access:** Families can view billing details through **ProCare**.
- **Payments Due:** By Friday following that childcare service week.
- **Late/Unpaid Balances:** May result in program suspension until paid. All fees must be paid by Friday following that childcare service week.

Financial Assistance: Email STARS@abseconschools.org

Scheduling & Drop-In Policy

- **Scheduling Required:** You will have three scheduling options: 1 hour, 2 hours, or 3 hours. You will be billed based on the time you schedule. Any time that exceeds the scheduled duration will be rounded up to the next full hour.
 - Submit schedules via myprocare.com by Friday by 5:00 PM for the following week (up to 6 weeks in advance).
- **Schedule Changes:** Changes must be made by Friday at 5:00 PM of the week prior to the childcare service. If you are unable to make the change in Myprocare before Friday at 5pm, please email STARS@abseconschools.org for assistance, any emails must be received before 5pm Friday to avoid fees.
- **Absence Refunds:** May only be provided for absences with a doctor's note.

Drop-In Policy & Fees

- Any request for staff members to schedule a child after 5:00 PM on the Friday before the scheduled week starts will be considered a drop-in request and will incur a \$10 drop-in fee per request.
 - One request for the whole week = one \$10 fee.
 - Separate requests on different days = separate \$10 fees.
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Communication

 **Best communication method: Email STARS@abseconschools.org**

STARS Direct Line During STARS Hours: (609) 641-5375 ext. 7 (Do NOT call school office)

Late Pick-Up & Authorized Pick-Up

- **Late Pick-Up Fees:**
 - A \$15.00 late fee will be charged for any pickup after 5:45 PM.
 - An additional \$15.00 will be charged for every 15-minute increment thereafter.
 - 2+ late pick-ups may result in removal from the program.
 - **Authorized Pick-Up:**
 - Only approved individuals with a government-issued ID may pick up your child.
 - Email STARS with the contact name and phone number of individuals you wish to add to the pick-up list.
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Program Policies

- STARS pick up may be limited prior to 3:10 PM.
 - Registration must be current for each session (School Year, or Summer)
 - STARS is only available to Absecon children registered in the Absecon School District.
 - **Code of Conduct:** Violations may result in disciplinary action and/or removal from the program for a period of time.
 - **Cell Phones:** While allowed, these must remain away unless authorized by STARS staff.
 - **Children 14 & Above:** Students aged 14 & above are moved into STARS Counselors In Training (SCIT) and will learn about counseling.
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Closures

STARS will be closed on:

- Sept. 3 and 4
- Teacher Convention: Nov. 5 and 6
- Winter & Spring Breaks: Dec. 23-Jan. 1 and Mar. 25-Apr. 2
- Half-days (PM ONLY), teacher in-service days, and all non-school days
- Dates and times are subject to change based on the needs of the school district

*****STARS will be in session both AM & PM on parent-teacher conference half days*****

Field Trips

- **School-day field trips:** Students must attend school to participate.
- For safety and accountability reasons, students will not be permitted to attend field trips unless they travel with the group on the bus.
- In addition students may not be dropped off at the trip location or picked up from the trip by a parent or guardian.
- **Full-day STARS rates apply** on trip days (CCN families' rates remain the same).

Fees Summary

Registration Fee: \$35 per family (non-refundable)

Hourly Rates:

- **\$6/hour** (Grades 1-8)
- **\$7/hour** (Pre-K & Kindergarten)

Additional Fees:

- **Drop-In Fee: \$10 drop-in fee per request.**
 - **Late Pick-Up:** \$15 per 15 minutes
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Parent/Guardian Responsibility for Child Care Network

Parent/Guardian Contract Renewal:

If your contract is expiring, contact your caseworker to update it, or your family will be charged any tuition that is not covered.

Parent/Guardian Copay Policy (if applicable):

As per our attendance policy/registration agreement, potential copays based on CCN are required based on the schedule, not actual attendance.

Parent/Guardian Fee Responsibility:

All fees including registration fees are the responsibility of the family and are not covered by any program.