

Beyond the Books Education LLC.

A Private Education Program

Tell me and I will forget.
Teach me and I will
remember. Involve me
and I will learn.
Benjamin Franklin

Intelligence plus
character. That is the goal
of true education.
Martin Luther King Jr.

Educating the mind,
without educating the
heart is no education at
all.
Aristotle

Train up a child in the way he should go, even when he is old, he shall not depart from it.
Proverbs 22: 6

Dear Member,

We are pleased to offer you Beyond the Books's services.

Included in your welcome package is a private membership to Beyond the Books, options, policies and waiver form for Beyond the Books members.

Beyond the Books is a private homeschool program that fosters the enrichment of the whole child. It is through creativity, imagination, social skills, self-interests, and problem solving that discovery is ignited. We strive to develop the whole human being in order to help each child reach their intellectual, emotional, social, creative and inquisitive potential.

Beyond the Books Education is an LLC dedicated to providing private education based upon a broad and balanced curriculum that bridges the gap between homeschool and traditional school. At Beyond the Books, we have faith in educating the child; the whole child. BtB tailors instruction to meet the needs of each individual learner. We have a firm belief that each child learns differently. When children are kinesthetically engaged, their learning is more profound.

The following forms explain this relationship and the rights, benefits and responsibilities associated with membership.

Thank you,
The Beyond the Books Administration



**BEYOND
THE BOOKS**

Beyond the Books Education LLC.

A Private Education Program

PROGRAMS

A 10% discount is given to a second child with the lower payment

Preschool/Prek program - ages 3 ½ - 4 (Must be potty trained)

3 HALF DAY PROGRAM, Monday, Wednesday and Friday
8:00 AM - 12:00 PM (Only a snack time - no lunch)
\$600

3 FULL DAY PROGRAM, Monday, Wednesday and Friday
8:00 AM - 2:00 PM (snack and lunch) co da
\$700

4 HALF DAY PROGRAM, Monday, Wednesday, Thursday and Friday
8:00 AM - 12:00 PM (Only a snack time - no lunch)
\$700

4 FULL DAY PROGRAM, Monday, Wednesday, Thursday and Friday
8:00 AM - 2:00 PM (snack and lunch)
\$800

5 HALF DAY PROGRAM
8:00 AM - 12:00 PM (Only a snack time - no lunch)
\$800

5 FULL DAY PROGRAM
8:00 AM - 2:00 PM (snack and lunch)
\$900

Kindergarten Classes

4 HALF DAY PROGRAM, Monday, Tuesday Wednesday and Friday
8:00 AM- 12:00 PM (Only a snack time - no lunch)
\$700

4 FULL DAY PROGRAM, Monday, Tuesday Wednesday and Friday
8:00 AM- 2:00 PM
\$800

5 HALF DAY PROGRAM, Monday, Tuesday Wednesday, Thursday and Friday
8:00 AM- 12:00 PM (Only a snack time - no lunch)
\$800

5 FULL DAY PROGRAM, Monday, Tuesday Wednesday and Friday
8:00 AM- 2:00 PM
\$900

Beyond the Books Education LLC.

A Private Education Program

1, 2, 3, 4 & 5

Monday - Friday
8 AM - 2 PM
\$900

*Any other schedule requests and payments must be discussed with Nicole or Holly.

*If your child comes for a partial day or week and you need to add a day due to unforeseen circumstances, you can notify the manager with 24 hours notice and pay \$40 for a half day or \$60 for a full day.

Morning and Afternoon Playgroup

Monday - Friday 6:30-8:00 am and 2:00-4:00 pm

For parents needing to drop their child off earlier or pick up later, BTB will provide a morning and afternoon playgroup. During this time, children will engage in sports, arts and crafts, play and receive homework help all under the supervision of one of our staff.

Breakfast can be brought in during the morning playgroup and snacks can be brought in, or purchased from our snack cart, for the afternoon. Playgroup will open at 6:30 am and close at 4:00 pm. Prices are as follows:

Morning - Monday - Friday

1 day - 70
2 days -100
3 days -125
4 days -150
5 days -170

Afternoon - Monday - Friday

1 day - 90
2 days - 120
3 days - 145
4 days - 170
5 days - 190

Students can participate and/or be dropped off early on an unscheduled basis for \$25 for the morning and \$35 for the afternoon. 24 hours notice is required to assure we have a staff member available.

POLICIES

Monthly tuition:

- Payment for September is due upon entering the program. All consecutive payments from October to June are to be paid on the 1st of the month. Biweekly payments are an option with payments made on the 1st and 15th of the month.
- Payments must be made preferably in cash, or we will accept a check, made out to Beyond the Books.
- In the event that the 1st falls on a day BtB (or your child's class) is not in session (For example, if the 1st falls on a Saturday) payment is due on the previous Friday. If your child does not come to school on Tuesday and the 1st is a Tuesday, payment should be made the previous Monday.
- A full month's payment is due every month from September to June regardless of the number of days off. Payment will NOT be prorated or refunded due to winter break, spring break, vacations, sick days, snow days or in June when we are only in session for half of the month.

Beyond the Books Education LLC.

A Private Education Program

- Late payments will not be tolerated. In the past we allowed a grace period; however, this was happening too often and affecting our ability to pay rent on time. Late payments will be met with an additional late fee. See below.

Before and After care playgroup policies:

- Payment must be made with your monthly payment on the 1st of the month.
- If you commit to 2 days for example, that is what you pay for the month, regardless if you do not need it on certain days, your child is absent or there is a holiday. No refunds will be given; however, if your child missed a day and you'd like to make it up, please speak to the director or the manager to arrange this.
- Children can add an unscheduled day for a small fee but 24 hours advance notice is required.
- The payment is for the hours available and does not matter if your child gets dropped off after 6:30 or picked up before 4:00

Family Discount:

- 1st child, full membership
- 2nd child, 10% off membership *Discount applied to the child at the lower rate
- This policy also applies to the payment made for before and after playgroup

Calendar:

- Beyond the Books has our own calendar; however, we try to follow the Manalapan Englishtown Regional School District calendar as closely as possible for holidays and weather events, etc.

Penalties for Late Dues: (a grace period day will NO longer be accepted)

Unless there are extenuating circumstances that are communicated prior to payment days, late payments are no longer tolerable.

- 1 day late, \$40
- 2 days late, \$80
- 3 days late, membership privileges are revoked until full payment (penalty + normal tuition) is received.

Penalties for Late Pick ups:

We understand that things come up and traffic occurs; but some of our staff have to leave on time due to children or work obligations; therefore, regular late pick ups will be received with a fine after the first one. There will be a 15 minute grace period and all children should be picked up no later than 2:15. (This applies to late pick ups that are happening on a regular basis. Sporadic late pick ups will be at the manager's discretion)

- 1st late pick up after 2:15 - free
- 2nd late pick up after 2:15 - 10
- 3rd late pick up after 2:15 - 20
- \$10 is added to each late pick up after that

Penalty for Returned Checks:

- BtB reserves the right to charge \$30 for returned checks.

Health concerns:

Beyond the Books Education LLC.

A Private Education Program

Beyond the Books is NOT a peanut free association. If this is a concern for you and your child, I advise you to seek a more suitable place of education that will be able to better protect their needs.

Class Cancellation:

- Beyond the Books reserves the right to cancel and/or modify the class or time depending on enrollment.
- If a class is canceled, dues associated with that class will be refunded.

Refunds:

- No refunds for days missed for illness, vacations or weather.

Mid-year / Mid-month enrollment

- If you enroll your child in the middle of a month during our academic year, membership for that month will be prorated. It will be divided by the number of academic days in that month to give you the amount you will pay per day until the end of the month. This amount will be paid in one payment upon enrollment.

Termination:

- Written notice is required to terminate membership, effective immediately. No refunds will be given. Exceptions are at the discretion of the director.
 - **EARLY TERMINATION:** If a member is moving or needs to withdraw membership prior to the Fall 2024 session, written notice is required. Upon withdrawal, 50% of September's dues will be refunded since curriculum materials had already been ordered for that child.

Beyond the Books reserves the right to accept, reject or terminate a family (or learner) that is not in the best interest of the program. Every reasonable attempt will be made to connect the family with a facility that is better suited for the child's needs in the least restrictive environment.

Membership Agreement/Waiver Form

Overview: I do hereby apply for membership in Beyond the Books Education LLC. With the signing of this membership agreement, I accept the offer made to become a member of Beyond the Books and have read and agree with everything presented to me in the handbook and agree to the following:

Declaration of Purpose: The purpose of Beyond the Books is to operate a private education program for families who wish to homeschool their children but for many reasons are unable to do so. As a member of Beyond the Books, your privacy and choices will be respected. We are dedicated to the education of the whole child and the right of the family to determine the course of that education.

Beyond the Books founders and Beyond the Books Members (parents and children) can freely share, discuss, and exchange information and services by members of Beyond the Books while keeping all business within the private domain.

Beyond the Books Education LLC.

A Private Education Program

Membership: By consenting to the Membership Agreement provided, members are granted the following rights and benefits:

- Right to detailed informed consent about the services rendered, and what to expect.
- Guarantee that all personal information of the Member will remain within Beyond the Books.
- Membership with Beyond the Books will remain intact unless the member submits in writing their desire to withdraw membership or membership is terminated by The Association in accordance with bylaws.

IT IS DECLARED that we proclaim the freedom to choose for ourselves the type of education philosophy that we think best. We encourage our members to perform their own research by studying different educational philosophies for the development of the child.

Specifically, the mission of Beyond the Books is to provide a safe and nurturing environment for the child to grow and to thrive, unfettered by external pressures of the public domain. Beyond the Books will utilize experienced educators to provide a curriculum outlined in the specific course materials or education philosophies.

Memorandum of Understanding

I, _____ understand that within Beyond the Books Education a private contractual relationship exists as a contract member to member association relationship. I have freely chosen to become a private member of Beyond the Books heretofore declared Association and thereby change my legal capacity within the group as a public person, customer, or client to a private member of Beyond the Books .

- Because the privacy and security of membership records maintained within The Association, which are held to be inviolate by the U.S. Supreme Court, the undersigned member waives HIPAA privacy rights and complaint process. However, any medical or healthcare records kept by members of the Association will be strictly protected and only released upon written request of myself as a member.
- I agree that violation of any waivers in this membership contract will result in a no contest legal proceeding against me.
- Other aspects of informed consent may take place in my discussions with the providers and my fellow members of the Association.
- I understand that Beyond the Books Education is a legally formed LLC in the state of New Jersey and is NOT a school; therefore, I maintain the privacy of the group and may not use Beyond the Books as a tax write off because we do NOT qualify as a school nor are we a child care facility.
- As I am voluntarily choosing this method of education and service providers, I will not hold The Association or its members financially liable for any particular outcome.

I agree to join Beyond the Books Education, a private membership program under common law, whose members seek to help each other achieve better health, education, and good quality of life.

My activities within Beyond the Books Education are a private matter that I refuse to share with the State or local Board of Education or other governmental regulatory agency without

Beyond the Books Education LLC.

A Private Education Program

express permission from Beyond the Books Founders. All records and documents remain as property of the Association, even if I receive a copy of them. I fully agree not to pursue any course of legal action against a fellow member of the Association, unless that member has exposed me to a clear and present danger of substantive evil, and upon the recommendation and approval of the Association.

I enter into this agreement of my own free will without any pressure or coercion. I affirm that, as a private member I do not represent any Local, State or Federal agency whose purpose is to regulate and approve products, services, or practices, or to carry out any mission of enforcement, entrapment, or investigation. I have read and understood this document, and my questions have been answered fully to my satisfaction. I understand that I can withdraw from this agreement and terminate my membership in this association at any time, and that my membership can and will be revoked if I engage in abusive, violent, menacing, destructive or harassing behavior towards any other member of The Association. These pages consist of the entire agreement for my membership in The Association.

Payment of any dues, fees or program costs, if applicable, and delivery of these signed documents to a BtB representative is considered sufficient for my one-time membership contract. Term begins with the date of submission of this contract.

Member Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

E-mail: _____

Signature: _____ Date: _____

Beyond the Books Education LLC.

A Private Education Program

Registration

(Page 1 of 3)

CHILD'S INFORMATION:

Full Name: _____ Grade: _____ Age: _____ Sex: M / F

Date of Birth: ____/____/____ Does your child have any allergies? Yes No

If yes, please explain : _____

Please note that Beyond the Books is NOT a peanut free association. I understand that any of these foods may be within reach of my child when at BtB. (Initials): _____

Will any medicines need to be administered during the day? Yes No

If yes, please fill out a *Medication Authorization, Administration & Log*

Does your child have any conditions that will affect play/learning? Yes No

If yes, please explain: _____

CONTACT INFORMATION:

Complete Address: _____

City, State, Zip Code: _____

Email: _____ Home Phone: _____

PARENT INFORMATION:

Mother's Name: _____ Cell Phone: _____ Work Phone: _____

Father's Name: _____ Cell Phone: _____ Work Phone: _____

Parents Are: Married Divorced Separated Living Together

Are there any special custody arrangements? Yes No N/A

If yes, please explain and provide any legal documentation: _____

Beyond the Books Education LLC.

A Private Education Program

Registration

(Page 2 of 3)

REGISTRATION AGREEMENT:

I, _____, agree to register my child into *Beyond the Books Education* for the following academic year held from September 2025 – June 2026 and I agree to pay the following amount each month

- \$600 per month September 1st – June 1st (Prek 4 & Kindergarten: MWF 8:00-12:00)
- \$700 per month September 1st – June 1st (Prek 4 & Kindergarten: MTWF 8:00-12:00)
- \$800 per month September 1st – June 1st (Prek 4 & Kindergarten: M-F 8:00-12:00)
- \$900 per month September 1st – June 1st (Prek 4 & Kindergarten: M-F 8:00-2:00)
- \$900 per month September 1st – June 1st (First, second, third, fourth, fifth: M-F 8:00-2:00)
- *If this is the second child enrolling, I agree to pay 10% of the rate above (Discount applies to the child with the lower rate) which is _____

Membership may be paid for by cash or check made out to Beyond the Books. Payment for September is due upon signing. The consecutive months from October to June must be paid by the 1st of the month. Membership cannot be refunded, and I understand that if my child is not able to attend class under any circumstance, I will not be refunded my membership.

- I agree to pay my membership on the 1st of the month.
- I agree to pay my membership biweekly on the 1st and 15th of the month.

BEFORE AND AFTER CARE PLAYGROUP (IF APPLICABLE)

I, _____, agree to register my child for before or after care playgroup for the following academic year held from September 2025 – June 2026 and I agree to pay the following amount with each of my month payments.

Please circle the number of days and days of the week:

Morning				
Monday	Tuesday	Wednesday	Thursday	Friday
1 day - 70	2 days -100	3 days -125	4 days -150	5 days -170

Afternoon				
Monday	Tuesday	Wednesday	Thursday	Friday
1 day - 90	2 days -120	3 days -145	4 days -170	5 days -190

Beyond the Books Education LLC.

A Private Education Program

To hold a place for my child in this program and to provide for my child's curriculum materials, I agree to pay September's membership upon signing. (*This does not apply to current students - please see the current families form.) If you withdraw your child from Beyond the Books prior to the September start date, only 50% will be refunded to you, as materials have already been purchased for your child.

Finally, I agree to abide by the rules and guidelines listed in the Policies and Procedures booklet (handbook) which has been explained and provided to me.

Parent/Guardian: _____

Date: _____

Beyond the Books Education LLC.

A Private Education Program

Registration

(Page 3 of 3)

Child's Name: _____ DOB: _____

PHOTO/VIDEO PERMISSION:

I understand that my child may be photographed and/or videotaped while at BtB, and I give permission for Beyond the Books to use the resulting photographs and/or video clips of my child for these purposes:

Y / N Use photographs for our records and a variety of arts & crafts projects

Y / N Use photographs and video clips for promotional purposes on our website

Y / N Share photographs and video clips in private message boards for families of enrolled children in Beyond the Books

CHILD RELEASE:

List every individual (aside from parents listed above) who can pick up your child. If you list them as an emergency contact, you give us permission to contact them if we can't reach you, and allow us to relay information about your child's condition & location.

Name: _____ Relationship to Child: _____

Home Phone: _____ Cell Phone: _____

Can be listed as an emergency contact? Yes No

Name: _____ Relationship to Child: _____

Home Phone: _____ Cell Phone: _____

Can be listed as an emergency contact? Yes No

Name: _____ Relationship to Child: _____

Home Phone: _____ Cell Phone: _____

Can be listed as an emergency contact? Yes No

Parent/Guardian: _____ Date: _____