

Barley Sheaf PTO

Winter & Spring 2024 After-School Enrichment

Call for Course Instructors – Due Wednesday, December 6th

Dear Teachers and Families:

The Barley Sheaf PTO is pleased to welcome back our After-School Enrichment (ASE) Program - our 25th year of offering the opportunity to share your talent with our enthusiastic students!

"Imagination will often carry us to worlds that never were. But without it we go nowhere."
~ Carl Sagan, American astronomer, cosmologist, astrophysicist, astrobiologist, author.

Could you inspire students to craft or dance? Or would you share your love for engineering or sports? You are invited to complete this course proposal, with the following in mind:

- An ASE course is held once a week for four (4) weeks plus one (1) contingency week.
- Each class is a 55 minutes session, beginning at 3:35 p.m. and ending promptly at 4:30 p.m.
- The four-week Winter session begins on January 22, 2024.
- The four-week Spring session begins on April 15, 2024.
- There will be NO clubs held on Tuesdays due to staff faculty meetings.

What are your benefits to this rewarding experience as an ASE Course Instructor?

- A stipend of \$200 is paid for each course taught, though may be pro-rated for classes with less than 10 students. (Please note that if your earnings are \$600 or more in a calendar year, you will be required to complete a W-9 and you will be issued a 1099 at the end of the calendar year.)
- You may receive a reimbursement for course materials up to \$5.00 per enrolled student.
- You have the flexibility to select the weekday to teach that best fits your schedule.
- You have the option to target your proposed course to specific grade levels.
- Team-teaching is an option and especially helpful for first-time instructors.

Unless you are already registered in the FRSD database, all proposed instructors must have a fingerprint background check performed. Here's the process:

- Go to www.nj.gov/education/crimhist/
- The County code is 19; the FRSD code is 1510; the Job code is "Other."
- The fee for this application is \$76.05 (which includes a \$10 administration fee for permission to background check and a fingerprinting fee of \$66.05). The Barley Sheaf PTO will pay a one-time subsidy of \$20 to ASE Instructors.
- Fingerprinting is performed at Morpho Trust, 67 Beaver Avenue in Annandale. Results are completed in about 2 weeks.
- Once your report/prints are registered in the FRSD database, they are there to stay and this process does not have to be performed again in the future.

In our continued effort to provide enriching opportunities for Barley Sheaf students in a safe and stimulating environment, we thank you for your ASE class ideas and for taking the time and monetary investment to complete the background check. Please feel free to contact Jodi Reed at jodi.reed@frsd.us with questions.

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Instructor: _____

Mailing address: _____

Home Phone: _____ Cell Phone: _____ E-mail: _____

Proposed Course Title: _____

Proposed Description – Provide details that will help students decide on which course is best for them.

Proposed Grade Level/s:

_____ Kindergarten _____ 1st Grade _____ 2nd Grade _____ 3rd Grade _____ 4th Grade

Maximum Number of Students (capped at 20): _____

Course Offering: Place a “1” in the box with your first choice, and if you could provide second choice, please mark it with a “2.” This may help us spread out ASE opportunities throughout the week.

Winter ASE:

- Mondays – January 22nd, 29th, February 5th, 12th (contingency February 26th)
- Wednesdays – January 24th, 31st, February 7th, 14th (contingency February 21st)
- Thursdays – January 25th, February 1st, 8th, 15th (contingency February 22nd)
- Fridays – January 26th, February 2nd, 9th, 23rd (contingency March 1st)

Spring ASE:

- Mondays – April 15th, 22nd, 29th, May 6th (contingency May 13th)
- Wednesdays – April 17th, 24th, May 1st, May 8th (contingency May 15th)
- Thursdays – April 18th, 25th, May 2nd, 9th (contingency May 16th)
- Fridays – April 19th, 26th, May 3rd, 10th (contingency May 17th)

Thank you for your proposal!