April 29, 2020

Re: After School Plus March 2020 Prorated Refund Request

Dear After-School Plus Program Parents/Guardians:

Due to the guidance from the Center for Disease Control and the Hawaii State Department of Education (HIDOE) regarding COVID-19, Spring Break was initially extended an additional week. However, schools are currently closed to students from March 30 thru the end of the 2019-2020 School Year. These are unprecedented times that necessitate the program to look at areas of opportunity to alleviate additional financial burden to families.

The HIDOE would like to offer prorated tuition refunds for March 2020 to support families during this crisis. You are able to request up to $45 per enrolled child, which was calculated based on the extended Spring Break and two school closure days in March. Holomua Elementary parents/guardians are able to request up to the following:

- Yellow Track – No refund
- Blue Track - $69
- Red Track - $68
- Green Track - $68

Please submit the attached After School Plus Program (A+) Refund Request Form to your A+ Site Coordinator or Private Provider to initiate the refund process. The A+ Refund Request Form is due by May 28, 2020. Please keep in mind that refunds may take from 3 to 4 months depending on the amount received and processing time.

Should you have any questions, please contact Ms. Jenna Pak, A+ Program Specialist, at (808) 305-0692 or via email at jenna.pak@k12.hi.us.

Sincerely,

Rodney Luke
Assistant Superintendent
After-School Plus (A+) Program

March 2020 Prorated Refund Request Form

To support A+ Program families in financial need during the COVID-19 pandemic, the HIDOE is offering a prorated tuition for March 2020. Please complete the following form and submit to your A+ Site Coordinator or Private Provider by May 28, 2020. Payments may require at least 3-4 months for processing.

Child(s) Name(s): ____________________________  Parent/Guardian Name: __________________

____________________________ Contact Number: ________________________

____________________________ Email: _________________________________

____________________________ Mailing Address: _________________________

School Name: ______________________________________________________

A+ Provider (circle one): DOE Kamaaina Kids YMCA of Honolulu

Moiliili Community Center Maui Family YMCA Dream Co.

I would like to request a prorated refund for the month of March 2020 due to the mandated extended Spring Break and school closures.

I understand that I will receive the prorated refund of $45.00 per child who was enrolled in the A+ Program for March 2020. Multi-track schools have a different rates (Yellow - $0, Blue - $69, Red - $68, Green - $69)

Parent Signature: ____________________________  Date: ____________________________

For DOE/Private Provider Use

Date Received Request: ______________

Approved: □  Not Approved: □  If not approved, state reason: ____________________________

Amount of Refund: No. of Children_______ x $45.00 = $__________________

Multi-track Use:
No. of Children _______ x (Yellow - $0, Blue - $69, Red - $68, Green - $69) = $__________________

Site Coordinator/Provider Signature: ____________________________  Date: ____________________________

Copy to State A+, Community Engagement Branch