



Harambee Learning Center

2009-10
Student-Parent
Handbook

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Contacting Us

Site Supervisor:	Angela Dobson
Telephone:	304-768-8929
Facsimile:	304-768-2194
Email:	Angie@kisra.org



HARAMBEE!

Harambee! (pronounced har-ahm-bay) The shouting of this one Swahili word can bring together an entire village in Africa. It means, let us come together and push, people working toward a common goal, for the benefit of all. It is the pulling together of people and resources to help someone who cannot help themselves. It is compassion in action!

WELCOME

Welcome to the new Harambee Learning Center!

We are excited that you chose the Harambee Learning Center to serve your child's after school needs. Please complete all of the contents of the Registration Packet in order to enroll your child at the Center.

The only charge for our services is a non-refundable \$100 per month. Due to limited space, if your child misses 15 consecutive days without notifying the Site Supervisor, he/she will be considered inactive and his/her slot will be given to another child.

Thank you for your cooperation.

Michelle Foster

CEO

WHO ARE WE?

The Harambee Learning Center is an initiative of The Kanawha Institute for Social Research and Action (KISRA). KISRA, a 501(c)(3) corporation, is the faith-based and community-serving initiative of Ferguson Memorial Baptist Church, located at 124 Marshall Avenue, Dunbar. The Center is located inside the KISRA Empowerment Center at 131 Perkins Ave., Dunbar.

The mission of KISRA is to assess, develop and implement educational and socio-economic initiatives that serve and empower the citizens of our community. The Harambee Learning Center was established in 1998 in keeping with KISRA's education initiative.

KISRA Board Members

Rt. Rev. E. Alphonso Heyliger, Chairperson	
Melvin Jones, Treasurer/Secretary	
Kitty Dooley, Esq.	Mike Kelly, Esq.
Barbara Edmonds	David Sayre
Linda Hankins	Armelia Pannell
Philip Heyliger	Dr. Donald Anderson

The Harambee Learning Center exists primarily as a result of donations of funds and services from the following organizations:

- Greater Kanawha Valley Foundation
- Safe and Drug -Free Communities Program (US Department of Education funds) - Division of Criminal Justice Services
- Juvenile Justice Delinquency Prevention – Division of Criminal Justice Services
- Ferguson Memorial Baptist Church

We thank all of our supporters. You have our undying gratitude!

CENTER AT A GLANCE

Location:	KISRA Empowerment Center 131 Perkins Avenue, Dunbar WV 25064
Target:	K-6 th Grade students who attend Kanawha County Schools.
When:	Monday – Friday: 2:30 p.m. - 6:00 p.m.
Activities:	<ul style="list-style-type: none"> • Homework Assistance • Tutoring • Mentoring • Literacy Enrichment • Math Enrichment • Self-Management Skills • Substance Abuse & Violence Prevention • Science Exploration • Career Exploration • Supper
Fees:	\$100 per month (CONNECT & LINK accepted)
Weekly Reports:	Weekly student reports are given directly to parents and include information on their child’s behavior, attitude, and whether the child had their textbooks available for homework assistance and tutoring.

TYPICAL WEEKDAY SCHEDULE

Monday

3:00-3:30	Prevention Activity
3:30-4:15	Homework
4:15-4:45	Mentoring
4:45-5:45	Enrichment Activity

Tuesday

3:00-3:30	Prevention Activity
3:30-4:15	Homework
4:15-4:45	Mentoring
4:45-5:45	Enrichment Activity

Wednesday

3:00-3:30	Prevention Activity
3:30-4:15	Homework
4:15-4:45	Spelling Tests
4:45-5:45	Enrichment Activity

Thursday

3:00-3:30	Prevention Activity
3:30-4:15	Homework
4:15-4:45	Mentoring
4:45-5:45	Math Enrichment Activity

Friday

3:00-3:30	Prevention Activity
3:30-4:30	Guest Speaker/Movies
4:30-5:30	Recreation

LATE PICK-UP POLICY

Parents who do not pick their children up by Center closing time will be fined \$1.00 for every minute that they are late. As you know, the Center closes at 6:00 p.m. Invoices will be mailed weekly and failure to pay may result in your child's expulsion from the Center.

WHY HARAMBEE?

- In order to prevent problem behavior before it happens, the Harambee Learning Center's program focuses on addressing school risk factors which put children at risk for substance abuse, delinquency, violence, teen pregnancy, and dropping out of school.
- Our aim is to balance the risk factors with protective factors.
- We counter risk factors by enhancing protective factors that promote positive behavior, health, wellbeing, and personal success.
- Research indicates that one way of effectively reducing a child's risk is to strengthen their bond with positive, pro-social family members, teachers or other significant adults, and/or pro-social friends.
- Children who are attached to positive families, friends, school and community and who are committed to achieving the goals valued by these groups are less likely to develop problems in adolescence.
- Although 28 million children have parents who work outside the home, many of these children do not have access to affordable, quality care during the hours before and after school.
- As many as 15 million children are left unsupervised during non-school hours.
- 35% of twelve-year-olds are left by themselves regularly while their parents are at work.
- Juvenile crime triples when the school bell rings at the end of the day.

- Students in after-school programs show better achievement in math, reading, and other subjects.

GOAL OF THE CENTER

The goal of the Harambee Learning Center is to provide a safe and drug-free haven for kindergarten to 6th grade students where the focus is on increasing academic achievement, so that participants will be less likely to develop adolescent problem behaviors like substance abuse, delinquency, violence, teen pregnancy, and dropping out of school.

PARENT VISITATION

Parents are welcome and encouraged to visit the program any time during operating hours. Parents are also encouraged to volunteer to assist staff in classroom activities or to share special skills with the children and staff.

BEHAVIOR GUIDELINES

1. Always enter quietly.
2. Always be kind and respectful to staff and fellow students.
3. Be kind with feet, hands, and mouth.
4. Speak in quiet, 6-inch voices.
5. Always walk.
6. Always listen to the staff and address them as "Ms." or "Mr."

Not following the above guidelines could result in disciplinary action.

DISCIPLINARY GUIDELINES

The following is a list of guidelines to be followed for disciplinary actions. Please read them over carefully and be sure that you and your child understand them.

1. Warning – The child will be given a warning for any inappropriate behavior. The staff member will point out specific behaviors to the child. Some behaviors will receive no warning, instead the child will be immediately be given a time-out.
2. Time out – When the child continues with inappropriate behaviors he/she will be removed from the group and asked to think of a more positive and appropriate way to act. Time-outs will be five minutes long. At the end of this time the staff member will ask if the problem could have been avoided. If the child is unable to give an answer, then he/she will receive another time-out until he/she gives an answer. At that time, he/she will return to the group.
3. Documentation – Parents will be told each day about any behavior problems. These problems and how they were dealt with will also be recorded.
4. Weekly Student Report – Reports will be sent home to parents.
5. Conferences – If a behavior problem still exists, a conference will be set up with the director, parents and child.
6. Suspension – If after a conference the behavior problem still exists, the child may be suspended for a short period of time. Immediate suspension may occur if the child is involved in a fight.
7. Expulsion from Center – When all avenues have been exhausted, the child will be removed from the program for the sake of others. There will be no refund of the registration fee.
8. For more information contact Angela Dobson at 304-768-8929.

OTHER KISRA INITIATIVES

- Harambee Child Development Center (Childcare and Pre-school)
- Harambee Teen Achievers
- Responsible Fatherhood Program
- Re-Entry Program
- KISRAGWorks!
- Credit Counseling
- Debt Management
- Housing Counseling
- Homebuyer Education
- Money Management/Financial Literacy
- Loan Origination
- Mortgage Pre-Qualification
- Individual Development Accounts
- Housing Development
- Foreclosure Prevention Counseling
- Small Business Development