

[www.citykidzworld.com/writingcoach.php](http://www.citykidzworld.com/writingcoach.php)

# CKW Academy and Learning Center

*creative writing, math review, and more*

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**New Main Location**

Sand Hills Community Wellness Center  
57 Sand Hills Road, Kendall Park, NJ 08824

2013-2014  
Academic  
Year

Dear Families,

Welcome to our program for 2013-2014.

City Kidz Academy is a **Comprehensive Language Arts program**. This means that we enrich and develop students in writing, vocabulary development, as well as grammar and punctuation. We do this using the frame of creative writing: fiction and nonfiction, as well as on-going word study of advanced vocabulary and grammar and punctuation. Lastly, we develop the reading/writing connection. We suggest reading lists and use a variety of reading instructional strategies to help students enhance comprehension skills and tackle challenges.

We also offer **Math Review**. This means that we provide math support services. Students are asked to bring their own school textbooks to the class and teachers work with the students to help them understand the math that they are using in the classroom daily. This is ideal for students who resist “drill and skill” methods and who need to direct more attention to daily math work for school.

Lastly, we are a creative community. Our **new Activity Time Saturday** is a “Just for Kids” time, in which students will share their writing, illustrate their stories, and hone their vocabulary. Students will be encouraged to work on collaborative, creative projects and we will lend our time, space, and resources towards helping students complete their projects successfully.

## Registration Process 2013-2014

### Join us in-person for registration:

**Aug. 24 from 10 a.m. – 1 p.m.** – Open House – Sand Hills Wellness Center

**Aug. 26 from 5 p.m. to 8 p.m.** – Registration (3530 Rt. 27, room 205)

**Aug. 27 from 1p.m. to 3 p.m.** – Registration (3530 Rt. 27, room 205)

## Hours/Locations

### Main Campus:

57 Sand Hills Rd., Sand Hills Wellness Center, Kendall Park, NJ

**Wednesday – 4 p.m. to 7:30 p.m.**

**Thursday – 4 p.m. to 7:30 p.m.**

**Friday - 4 p.m. to 7 p.m.**

### Smaller Studio: (By assignment only – no drop-ins permitted)

3530 Rt. 27, room 205, Kendall Park, NJ

**Monday – 4:30 p.m. to 8 p.m.**

**Tuesday – 4:30 p.m. to 8 p.m.**

**Saturday – By appointment (Between 1 p.m. and 5 p.m.)**

**Sunday – By appointment (10 a.m. to 4 p.m.)**

## Classes Available All Days Open

**Guided Reading** – Students work on comprehension through books and passages.

**Language Arts Complete** – Students work on writing (fiction and nonfiction), vocabulary development, grammar and punctuation and reading.

**Math Review** – Students work on daily school math goals or they will use on Singapore Math book.

### Activity Time Saturday –

**Dates:**

Sept. 28	Jan.25
Oct. 26	Feb.22
Nov.23	Mar.22
<b>Dec.14</b>	April 26
	May 24

## What's on the Activity Time Saturday Agenda? (10 a.m. to 1 p.m.) Every 4<sup>th</sup> Saturday (except in December)

**Activity Time Saturday** is not part of the regular program and so there is a fee of \$8 for each Saturday that students attend. This will allow us to staff this time and provide quality activities.

Students are encouraged to bring guests! Guests pay \$8.50. Any student who brings 2 paying guests can get into the **Activity Time Saturday** free.

### **This is a nice time for Mom and Dad to have a morning to themselves once a month!**

- Scrabble Tournaments
- Listening to professional storytellers
- Movies, Popcorn, and a Review!
- Spoken Word Contest (poetry) - Prizes
- Vocabulary Bee
- Spelling Bee Practice
- Panel Discussions
- Photography
- Story time for pre-k through kindergarten
- Arts/Crafts
- Picnic
- Nature Walks
- Music reviews
- Painting giant illustrations of their own stories!
- Making a Short films
- One Act Plays
- City Kidz World Central YouTube Show!
- Once Upon a Time Storytelling Card Game
- Cookies and Composition (Read your own work outloud!)

*And much, much more!*

## Class Attendance Policy

The program is **not a drop-in program**. In order to maintain the quality of the program, we would ask that families register for specific times and days during the registration period and adhere to those times. If you cannot make it, please contact the director at [attendance@citykidzworld.com](mailto:attendance@citykidzworld.com) to reschedule your class. Teachers are assigned to teach at the studio based on the number of students who are at the center at any given time. We need to avoid being either under or overstaffed.

Any student who needs to attend class on days when the **Main Campus** is not available, will be assigned to a class and teacher in the **Small Studio**. Please make sure you are aware of when each building is open.

## Payment Policies

Please send checks on the first day of each month. **Payments are due before services are rendered.** If you miss a class, please request a make-up in the upcoming month. If you cannot come to the studio or reschedule with the teacher, we can prorate your payment.

### **Send Checks to:**

City Kidz World  
P.O. Box 5294  
Kendall Park, NJ 08824

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## Supplies Required for Each Class

**Required:**

Notebook  
Pencil Box containing  
the following: 3 to 4 sharpened pencils, personal eraser

**Optional:**

Bottle of water (*We do not have water or snacks available regularly at the studio*)  
Small snack  
Small personal pack of tissues

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## Classes and Prices

1 hour (30 additional minutes) – In studio - \$70 for 4 classes  
2 hours - In studio - \$75 for 4 classes

Home classes 1 hour (30 additional minutes) - \$75 (South Brunswick, Plainsboro) - 4 classes

Home classes 2 hours - \$80, \$85, or \$90 (West Windsor, Edison, Bridgewater, Bordentown and beyond) - 4 classes

**\*If you have fewer than 3 students in a class, prices are higher and the lessons are 1 hour to 75 minutes. If you start with 3 students and one student drops, your price will need to increase unless you replace the other student within a week.**

There is a one-time \$50 materials fee due with your first payment of the year. For two siblings, the total materials fee is \$75. For three siblings, the total materials fee is \$90. You only have to pay the materials fee once in an academic/summer year. If you take a break and return in the same academic/summer year, you will not have to pay the materials fee twice. This materials fee goes towards overall materials acquisition for the studio.

## Home-based Classes

Teachers who are sent by City Kidz World to work in your home are employed by City Kidz Academy. If you have any concerns or special needs, please contact the Executive Director, Melissa Edwards. It is the responsibility of the director to assist your teacher in providing customized instruction for your child. Also, all official paperwork is handled through the City Kidz World director. Payments and registration forms **should not** be given to teachers. Please send all paperwork and payments to:

City Kidz World  
P.O. Box 5294  
Kendall Park, NJ 08824

## Website (Required Homework Site)

<http://ckwacademy.mdl2.com/>- This site provides comprehensive homework assignments each week. Students receive usernames and passwords from the director.

## Discounts

Discounts are available if you register and pay online by August 23.  
Please find the link to registration and the codes below:

<http://form.jotform.co/form/32026734258857>

Coupon Codes:

LXC56 – \$5 discount for 4 classes

NIR49 – \$10 discount 16 classes

TWB59 - \$15 discount for 25 classes

Find this Calendar online so that you may follow the color-codes.

## City Kidz World Academy

### 2013-2014 Academy Calendar

August 2013						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2013						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2013						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2013						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2013						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2014						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2014						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2014						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2014						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2014						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2014						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2014						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



Academy Closed/For Planning and Prep



Teacher in-Service Day (limited classes for students)

	Special Activity Day/Poetry Readings/Scrabble tournament/Writing games/extra classes available – Guests welcomed!		First and Last Day of Academic program/first day of 2014 camp/ Session Break – Sept. 3
	Offices Closed		Open House Day (August 24 – 10 a.m. to 1 p.m.)

Classes will be held in 3530 Rt.27, **Room 205**, by assignment/appointment only. This is the smaller Studio (classroom space) that will be used on Saturday, Sunday, Monday, and Tuesday only. This special, smaller space will be used for private or extremely small groups of between 2 and 4 students. During registration you will be able to sign-up for days and times and reserve time in this smaller space.

All other classes will be held at the Sand Hills Wellness Center: 57 Sand Hills Rd, Kendall Park, NJ 08824 in the Octagon room on Wednesdays, Thursday, and Friday. *\*There is also a possibility of another space being utilized on Rt. 27 in Franklin Park on other days of the week.*

### Classes Not in Session

**November 28, 29** – Writing Studio and home-classes are not available because of Thanksgiving (National holiday).

**December 23, 24, 25, 26, 27, 29, 30, 31 – Jan.1.** Writing Studio and home-classes are not available because of Religious Observances and the New Years Day.

**April 18, 19, 20 (Friday, Saturday, Sunday)** - Writing Studio and home-classes are not available because of Religious Observances (Good Friday and Easter).

**May 26** – Classes only by special arrangement.

**The week of Dec. 23 through Jan. 1 is the end of the Fall session. There are no make-ups available for not having class that week or any day designated as a holiday. Please prorate payments for the holidays that fall upon your class times.**

**Activity Time Saturday!** – Every 4<sup>th</sup> Saturday we have a fun activity! This is not part of the regular program and so there is a fee of \$8 for each Saturday that students attend. This will allow us to staff this time and provide quality activities.

Students are encouraged to bring guests! Guests pay \$8.50 Any student who brings 2 paying guests can get into the **Activity Time Saturday** free. *All donations will go towards paying for the supplies for activities and the time required of the teachers.*