

FALL 2024-2025 After School Program

(Updated January 22, 2024)

Bee Best Learning Center is primarily an after school academic enrichment program intended for children grades TK-8th (NOTE: for TK enrollment the ages may not be younger than 4 years and 9 months on the first day of school). Our objective at Bee Best Learning Center is to support local families by helping students learn and complete their homework assignments in a safe and supervised setting. Our after-school program includes homework help, Mandarin Chinese, and additional math and English practice to help students improve their academic skills. On Fridays, students enjoy indoor games, play outside, and watch a movie. If your child needs to be picked up from local Castro Valley schools, we can help coordinate transportation for a fee.

REGISTRATION FEE

All new families will be required to submit a one-time, non-refundable registration fee of \$100.

TUITION

After School Tuition per 4-week cycle

	4 days/week Monday - Thursday	5 days/week Monday - Friday
Transitional Kindergarten (11:30 am – 6:30 pm)	\$870	\$1,055
Kindergarten (1:30 pm – 6:30 pm)	\$700	\$855
Grade 1-5 (2:30 pm – 6:30 pm)	\$578	\$705
Grade 6-8 (3:00 pm – 6:30 pm)	\$545	\$665

Tuition includes school breaks (all minimum days and full-days during “no school” days detailed below) where Bee Best is open from 8:00 am – 6:30 pm on the following dates:

1. *Friday, September 20, 2024: Student Advisement Conference*
2. *Friday, November 1, 2024: Staff Development Day*
3. *Friday, October 11, 2024: Fall Non-School Day*
4. *Monday, October 14, 2024: Fall Non-School Day*
5. *Monday, November 25, 2024: Thanksgiving Break (1st day)*
6. *Tuesday, November 26, 2024: Thanksgiving Break (2nd day)*
7. *Wednesday, November 27, 2024: Thanksgiving Break (3rd day)*
8. *Monday, January 6th, 2025: Grades 6-12 Certificated Work Day*

HOLIDAYS

Bee Best will be CLOSED during the school year to observe the following holidays:

- Monday, September 2: Labor Day
- Monday, November 11: Veteran’s Day
- Thursday, November 28 and Friday, November 29: Thanksgiving Day & the day after
- Tuesday, December 24: Christmas’ Eve and Wednesday, December 25: Christmas Day
- Tuesday, December 31: New Year’s Eve and Wednesday, January 1: New Year’s Day
- Monday, January 20: Martin Luther King Jr. Birthday
- Monday, February 17: President’s Day
- Monday, May 26: Memorial Day

Winter Break, President's Day Break, and Spring Break (8:00 am - 6:30 pm):

\$85 per day for currently enrolled student in our after-school program for the school year

\$95 per day for outside student

The following school breaks are not covered in our regular tuition schedule and sign up is required to attend:

1. Winter Break – Monday, December 23, Thursday, December 26, and Friday, December 27, Monday, December 30, Thursday, January 2, and Friday, January 3.
2. President's Day Break – Tuesday, February 18 through Friday, February 21.
3. Spring Break – Monday, March 31 through Friday, April 4.

Private Tutoring (per 55-minute session)

\$50 for elementary students

\$60 for middle school students

\$70 for high school students

Workshops

Varies (please see online description for prices & times)

PICK-UP SERVICES (per 4-week cycle)

- Castro Valley Elementary ONLY (CVE at San Miguel Ave.): no additional fee; we will pick up CVE students from school and walk across the street with them to our center.
- Other local elementary & middle schools: if your child needs to be picked up by our car/van, we can help coordinate transportation for an additional fee below.
 - \$120 for 5 days/week
 - \$100 for 4 days/week

LUNCH (only during school breaks)

Bring your own lunch or pre-order lunches from us for \$8 per day. Light snacks included. Bee Best Learning Center is a peanut-free zone. Additionally, optional hot snacks are available for \$4 per day.

Sibling discount for second or more children

10% of 4-week cycle tuition for the additional child(ren). Discount given on the lower fee.

TO REGISTER

Submit the registration online at ienroll.co. Registration for our fall after school program is processed on a first come first-served basis in the order that all the completed online registration forms, a non-refundable one-time \$100 registration fee per new family and a non-refundable two-week tuition are received.

Registration Process Details

1. Within 3 business days after submitting the online registration, you will receive an invoice to pay the non-refundable one-time \$100 registration fee per new family and a non-refundable two-week tuition that will be credited back towards August 2024 tuition.
2. Pay the invoice with the following acceptable form of payment (We DO NOT accept credit cards):
 - a. Online via Zelle (free transfer) – open Zelle apps and click “Send Money” and choose recipient to admin@beebestlearning.com and put the amount due per tuition invoice and type in your child's full name in the memo.

- b. Check – made check payable to “Bee Best” with your child’s full name on the memo line. Enclose the check into an envelope then hand it to the front desk staff or mail the check to: Bee Best Learning Center, 20394 San Miguel Ave., Castro Valley, CA 94546.
- c. Cash – please put your enclosed cash in an envelope with a note of your child’s full name and hand it off in the front desk staff.
3. Once your payment is received, then the official admission confirmation email will be sent to you.
4. By mid-July, we will send you the Fall 2024 after school program welcome newsletter.
5. By end of July, the driver/pick-up and classroom assignment details for your student will be available and emailed to you (tentatively on Friday, July 26th).
6. During the last weekend before school starts; we invite you to attend a Zoom parent’s orientation (tentatively on Saturday, August 3rd and/or Sunday, August 4th).
7. Meeting the driver or pick-up staff will be scheduled tentatively on Monday, August 5, 2024, from 6:00 pm – 7:30 pm.

CANCELLATION AND CHANGES

If you need to change your child’s attendance schedule or cancel your child’s enrollment in our after-school program, tutoring or workshops or pick-up service; please fill out [Request Form for change program, pick-up service, and cancellation/withdrawal](#) (Google form) then notify us by sending an email to info@beebestlearning.com that you have filled out the form online.

Please remember that any changes or cancellations for our fall program must be submitted at least 4 calendar weeks in advance per our Admission Agreement.

SAFETY GUIDELINES

Our center is following the COVID-19 safety guidance and procedures as directed by the Alameda County Public Health Department (ACPHD), California Department of Education as well as [CVUSD Health Guideline for Students](#) which include the following:

- Staff and students continue to monitor themselves for fever or other COVID-19 symptoms and **DO NOT** come to Bee Best if they exhibit any of these: a bacterial infection, a rash of unknown origin or a contagious rash, any open wound or boil, fever (100°F/37.8°C or higher) and/or chills, runny nose when mucous is thick green/yellow for several days, congestion/cough that interferes with breathing and causes wheezing, diarrhea, vomiting, severe headache.
- If your child becomes sick or develops any of the symptoms listed above, please report your child’s symptoms to us via email to info@beebestlearning.com and seek testing for COVID-19 as soon as possible.
- Notify us to info@beebestlearning.com of the positive test result if your student has tested positive for COVID-19. Isolate and stay home for at least 5 days and come back to school on Day 6 as long as symptoms are not present or are mild and improving. Your student must be fever-free for at least 24 hours without the use of medication. Wear a mask indoors through at least Day 10.
- Each classroom in Bee Best is equipped with a Germ Guardian room air purifier with True HEPA filter, UV-C light and odor reduction cleaning system to improve ventilation.
- Hand sanitizer will be available throughout the center for students and staff to use as needed.

Lunch, Snack, & Water Bottles

- Due to the number of children with food allergies, Bee Best Learning Center is a **peanut-free and tree-nut-free zone**.

- Light snacks will be provided every afternoon. We will only offer individually wrapped snacks (such as granola bars, graham cracker cookies, etc.). Students may also bring their own snacks from home (which are clearly labeled with their full name). Please remember, students cannot share snacks.
- Optional additional hot snacks (such as hot dogs, red bean or egg custard buns, cheesy bean and rice burrito, KFC wrap, McChicken sandwich, McDonald hamburger, chicken nuggets, cheese & pepperoni pizza, etc.) are available to pre-order for \$4.00 per day.
- All students should bring their own filled water bottle that is clearly labeled with their full name.
- For students that will eat lunch at our center during minimum days & school breaks; then students must bring their own bag lunches clearly labeled with their full name. Lunch pre-order purchase is available individually packaged for \$8.00 per day. Please order in advance by signing up via Google forms.

AFTER SCHOOL PROGRAM SCHEDULE

Below are sample daily schedules for our after-school program. Mondays through Thursdays our program focuses on academic enrichment while Fridays include more fun activities. (Note: These are tentative schedules and subject to change.)

Transitional Kindergarten (TK) Schedule on Mondays – Thursdays

11:30am – 12:30pm	Arrive, eat lunch & indoor play
12:30pm – 1:00pm	Outdoor play
1:00pm – 1:30pm	Quiet rest time
1:30pm – 2:15pm	Eat snack & story time
2:15pm – 3:00pm	Chinese class
3:00pm – 4:00pm	Homework class & BBLC worksheets
4:00pm – 4:30pm	Outdoor play & eat snack
4:30pm – 5:30pm	Fun enrichment activities
5:30pm – 6:30pm	Free play until picked up by parents

Kindergarten Schedule on Monday – Thursday

1:30pm – 2:15pm	Arrive, eat snack & play	
2:15pm – 3:00pm	Chinese class	
3:00pm – 3:05pm	Math Drills	
3:05pm – 4:00pm	Homework class	
4:00pm – 4:30pm	Outdoor play & eat snack	
4:30pm – 5:30pm	Fun Enrichment activities	
	Monday: Science Tuesday: Art	Wednesday: STEM Building Thursday: Creative Expression
5:30pm – 6:30pm	Free play until picked up by parents	

1st - 8th Grade Schedule on Monday – Thursday

2:30pm – 3:30pm	Arrive, eat snack & free play
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3:30pm – 3:40 pm	Math Drills (1 st – 5 th Grade) Class period – Homework and Bee Best Supplemental (6 th – 8 th Grade)
3:40pm – 5:30pm	Class period – Homework, Chinese class, or optional workshop (1 st - 5 th Grade) Mon & Wed: Bee Best Supplemental (English grammar) (1 st - 5 th Grade) Tue & Thu: Bee Best Supplemental (Math word problems) (1 st - 5 th Grade) Class period – Homework and Bee Best Supplemental (6 th – 8 th Grade)
5:30pm – 6:15pm	Free play outdoor/ indoor (1 st – 5 th Grade) & Chinese class (6 th -8 th Grade)
6:15pm – 6:30pm	Parents pick up

Friday Schedule for all grades

We have a more relaxed schedule with indoor & outdoor play, rotating weekly activities (1st Friday: Science; 2nd Friday: Art; 3rd Friday: STEM Building; 4th Friday: Creative Expression) and a family friendly movie with popcorn.

AFTER SCHOOL PROGRAM DETAILS

Homework help, Mandarin Chinese, Math Drill, and supplemental Math and English practice are all included in our afterschool program tuition. Your child may participate in all these programs, or you may choose any combination.

HOMEWORK HELP

Quiet class time is provided for students to work on their individual homework assignments. A teacher and teaching assistant(s) are available to answer questions and review homework for completeness.

MANDARIN CHINESE

We teach simplified Mandarin Chinese for 45-60 minutes a day on Mondays through Thursdays for Grade TK-8. Our goal for this program is to provide a lively and interesting Chinese learning environment for children and to stimulate their interest in studying Chinese. We use Mei Zhou Chinese textbook volume 1-8 from MZHY Editors Group that compiles national standards on teaching foreign languages (5C) and US standards on foreign language assessment. The textbooks focus on phonetics, vocabulary, situation-oriented communications and human sciences.

- Volumes 1-2 introduce the basic knowledge of Chinese characters and culture.
- Volumes 3-5 focus on strengthening the ability to read, make sentences and look for overall themes in reading materials.
- Volumes 6-8 focus on building overall communication skills with topics in history, music, technology, medicine and other disciplines.

With simple words of the contents, students will learn Chinese language and culture easily. After evaluating their Chinese knowledge, students will be placed in either a beginning entry level, or at the current grade level class. For enrolled families, we will provide links to the online textbook, or parents may choose to purchase a hardcopy of the textbook from Amazon or at our office for \$50.00.

MATHEMATICS (MATH DRILLS)

We use sets of math questions that help students improve their accuracy and speed. Routine practice and drilling following explicit teacher-directed instruction should help students become quick and accurate in solving basic operations, thereby becoming procedurally fluent. Becoming procedurally fluent in turn should help students by freeing up their cognitive capacities to solve more complex tasks.

MATHEMATICS (WORD PROBLEMS)

A word problem in math is a math question written as one sentence or more that requires children to apply their math knowledge to a “real-life” scenario. This will enable children to become familiar with the vocabulary associated with mathematical symbols that are used to make sense of the word problem.

ENGLISH (GRAMMAR)

This program enhances and expands language arts concepts taught during the school year. We primarily use grade appropriate Language worksheets from well-known publishers. This will help your child meet the state standards and challenge them to achieve higher levels.

WORKSHOPS

Throughout the school year, we offer a variety of educational workshops for additional fees. Both current after-school students and outside students are welcome to attend any of these workshops. Each weekly workshop is offered in a 55-minute session. These workshops have limited enrollment and seats are available on a first come first-serve basis. Some typical workshops may include:

- Math Champions: Grades 1, 2, 3-4, 4-5, and 6-8
- Chess Club (by Berkeley Chess School): Grades 1-5
- Creative Drawing Class: Grades K-5
- Public Speaking (by Gurus Education): Grades 1-8
- Art Exploration: Grade 1-5

Please see our website for specific details, prices, and times.

PRIVATE TUTORING

Throughout the school year, we provide private one-on-one tutoring in a variety of school subjects, including general math, algebra, and language arts. The cost is \$50 (elementary students), \$60 (middle school students) and \$70 (high school students) per 55 minutes session. Dates and times are determined by the student’s family and tutor.