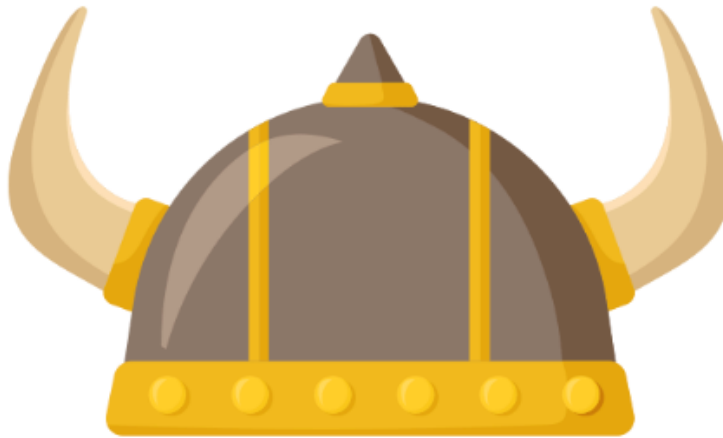




C.W. McGraw Elementary School

Session 1

Vikings Club



Parent/Student Handbook

2025 - 2026

21st Century Community Learning Centers

The Nita M. Lowey 21st Century Community Learning Centers (21st CCLC) Title IV-B afterschool program is funded by a federal grant from the U.S. Department of Education and administered by the Arizona Department of Education. For more information visit: <http://www.azed.gov/21stcclc/>

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C.W. McGraw Elementary

We Succeed Together



September 2025

Dear Parents and/or Guardians,

Welcome to the first session of C.W. McGraw Elementary School's Vikings Club before and after school program funded through 21st Century Community Learning Centers. **Our program's first session will begin on September 15th and end on December 12th.** We are excited to be able to offer educational enrichment courses for your child. The collaborative staff of this program is committed to providing high quality instruction by making it interactive, dynamic, and fun. The Vikings Club will offer many opportunities for students to improve their academic skills while participating in fun, positive, and enriching activities.

Please review the contents of this handbook. Included in the handbook are the following:

- Overview of the program and procedures
- Vikings Club Before and after school schedule
- Classes and teacher contact information
- Vikings Club Session Calendar

Please read and review the contents of this handbook. For any further questions or any additional information, please contact Ms. Cooksey or Mrs. King:

- by phone (928) 502-7700
- by email
 - dcooksey@yuma.org
 - rking@yuma.org
- or Class Dojo

Respectfully,
Ms. Desiree Cooksey
Mrs. Rebekka King
21st Century Community Learning Center Coordinators





Overview

What is the 21st CCLC Program?

The 21st Century Grant Program is a state funded program designed to provide extended learning and enrichment opportunities to students and parents. This standards based program, which is not offered during the academic school day, allows motivational choices for students to be able to expand their creativity and develop necessary skills toward becoming successful members in our challenging community.

How has the 21st Century Grant Program been designed with the best interest of students?

Highly qualified, dedicated teachers combined their academic expertise with engaging before/after school activities that students will enjoy. Their reading, writing, and math objectives will also correlate with Arizona State standards.

COST

☆ The Program is offered to all students **free** of cost.

ARRIVAL TIME

☆ Supervision is not provided before 7:10 a.m. Please make sure that your child does not arrive on the school grounds before 7:10 am if attending the Vikings Club before school. **Students must arrive on time. School's gate will close at 7:30 a.m.** and it is important to be punctual.

PICK UP TIME

Students attending the after school program must be picked up no later than 4:45 pm. Parents must be punctual.

CROSSING GUARDS

☆ Crossing guard will be stationed at Arizona Avenue in front of the school from 7:10 a.m - 7:20 a.m. The crossing guard is there to help children cross the street safely and students are expected to obey their instructions. A crossing guard on 24th Street and Arizona Avenue will not be provided.

BREAKFAST

☆ Students will be able to have breakfast in the classroom starting at 8:20 a.m.

SNACKS

☆ A free after school snack will be provided for all registered participants in accordance with USDA guidelines if attending the Vikings Club after school.

TRANSPORTATION

☆ Buses are not provided..

PROGRAM SCHEDULE

☆ Please refer to attached program calendar



REGISTRATION

- ☆ Students **MAY NOT** begin the program until all of their registration materials are received and confirmation from program facilitators has been communicated to guardians via Class Dojo.

CONTACT INFORMATION

- ☆ If your phone number at home or at work should change during the school year, please notify the office immediately. It is extremely important, for your child's protection, that we have your correct home, work, and cell phone numbers always on file in our office.

SCHOOL TELEPHONE:

- ☆ Parents wishing to leave messages for their children may do so by contacting the office or dialing their Vikings Club teacher's phone number. Children are requested not to use the office phone for calls unless it is an emergency or specifically requested by the teacher or parent. You may also contact your child's before/after school teacher via Class Dojo.

GENERAL RULES FOR PARTICIPANTS

- ☆ Students must adhere to all school rules and procedures as indicated in McGraw's Student Handbook and Yuma School District One's policies and procedures.

DRESS CODE

- ☆ Students must adhere to the school's uniform dress code as indicated in McGraw's Student Handbook.

ATTENDANCE

- ☆ 3 absences will be acceptable for all students. After the 3rd unexcused absence, parents will be contacted by the coordinator to confirm the child will be attending the program.
- ☆ Incentives will be provided for students who have great attendance.
- ☆ Attendance is extremely important!!

ENROLLMENT STATEMENT

CW McGraw Vikings Club, 21st Century Community Learning Center, advertises enrollment three times a year (Summer Learning, Fall Session, and Spring Session). Services are provided for students during non-school hours or periods when school is not in session.

Enrollment Period: All enrollment windows include a start and end date. However, CW McGraw Vikings Club may add students through the academic year as needed.

The program enrollment has limited open positions. The program is a Federally Targeted Program funded through a funding formula. Once the total capacity is established, all other enrollment applications will be maintained on a waiting list.

The overall enrollment capacity is established to ensure high-quality academic programming. The program strives for efficient utilization of appropriate instructional program resources and needed accommodations. Individual courses and program enrollment limits ("caps") are determined based on academic need, demands, available physical space (e.g., classroom size), and the need to maintain optimal class sizes for rigorous core academic support in reading, literacy, and math.



The 21st Century program at McGraw maintains the flexibility to make necessary adjustments to capacity (limited enrollment). Late enrollment may include assessment data analysis and staff recommendations for program attendance procedures, as well as program participation recommendations from staff and legal guardians. The 21st Community Learning Centers Site Facilitator and the Administration Team members will communicate the timeline to review the ongoing enrollment process.

Furthermore, the 21st Century Community Learning Centers Site Facilitator will coordinate the necessary program recommendations, such as the need for transportation, integrate multiple disciplines, IEP accommodations, specialized hiring staff in accordance with internal Human Resources policies, i.e., nurse, and additional facilities needed to support program compliance in general for all 21st Century Program Enrollees.

McGraw reserves the right to close enrollment in specific classes (core-enrichment opportunities, community partnership classes) Once the established enrollment capacity is reached. Furthermore, determining the Student/Teacher ratio of 21st CCLC-funded classes, McGraw will evaluate the overall enrollment and maintain focus on reaching the attendee goal by the end of the program year.





Before School Schedule
C.W. McGraw Elementary School
Office: 928-502-7700

Vikings Club: 7:15 a.m. – 8:15 a.m.
Students will be released to breakfast at 8:15am

Day	Class	Teacher	Room	Phone Number
Tuesday	Phonics Friends	Mrs. Jaimes	202	502-7693
	Rise and Read	Ms. Walle	102	502-7662
	Student Ambassadors	Ms. Vargas	412	502-7687
Wednesday	Phonics Friends	Mrs. Jaimes	202	502-7693
	Rise and Read	Ms. Walle	102	502-7662
	Student Ambassadors	Ms. Vargas	412	502-7687
Thursday	Phonics Friends	Mrs. Jaimes	202	502-7693
	Rise and Read	Ms. Walle	102	502-7662
	Student Ambassadors	Ms. Vargas	412	502-7687
Friday	Fun Factory	Mrs. Hamilton	305	502-7698



After School Schedule
C.W. McGraw Elementary School
Office: 928-502-7700

Vikings Club: 3:45 p.m. – 4:45 p.m. Snack Time: 3:45 p.m. - 4:00 p.m.				
Monday	Art Club	Ms. Grace	Caf.	502-7650
Tuesday	Homework and Game Club	Mrs. Avenenti	Lib.	502-7664
	Stop and Animate	Ms. Fairchild	200	502-7692
	Friendship Factory	Ms. Walle	102	502-7662
	Krafty Kids	Ms. Espinoza	401	502-7675
	iReady Math Stars	Mrs. Torres	402	502-7684
	Brainiacs in Action	Mrs. Rosie	302	502-7701
	Mini Explorers	Miss Grace/Mr. Chris	307	502-7699
Wednesday	Homework and Game Club	Mrs. Avenenti	Lib.	502-7664
	Stop and Animate	Ms. Fairchild	200	502-7692
	Friendship Factory	Ms. Walle	102	502-7662
	Krafty Kids	Ms. Espinoza	401	502-7675
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Vikings Club
21st Century Fall 2025 Calendar

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Week of :	Vikings Club Session Week
September 15, 2025	Week 1: All Vikings Club Classes in Session
September 22, 2025	Week 2: All Vikings Club Classes in Session
September 29, 2025	Week 3: All Vikings Club Classes in Session
October 6, 2025	Week 4: Parent-Teacher Conferences- <u>BEFORE SCHOOL</u> CLASSES IN SESSION <u>ONLY</u>. NO AFTER SCHOOL CLASSES.
October 13, 2025	Week 5: All Vikings Club Classes in Session
October 20, 2025	Week 6: All Vikings Club Classes in Session
October 27, 2025	Week 7: All Vikings Club Classes in Session
November 3, 2025	Week 8: All Vikings Club Classes in Session
November 10, 2025	Week 9: All Vikings Club Classes in Session
November 17, 2025	Week 10: All Vikings Club Classes in Session
November 24, 2025	NO VIKINGS CLUB, Thanksgiving Break
December 1, 2025	Week 11: All Vikings Club Classes in Session
December 8, 2025	Week 12: All Vikings Club Classes in Session
December 12, 2025	Last Day of Session 1

Holidays and Breaks No Before or After School	
October 6, 2025- October 9, 2025	Quarter 1 Parent-Teacher Conferences (NO AFTER SCHOOL) Before school classes will still be in session.
October 10, 2025 - October 13, 2025	Fall Break
November 11, 2024	Veteran's Day Holiday
November 24 - November 28, 2025	Thanksgiving Holiday Break