

March 8, 2024

Dear Families,

This letter contains important registration information regarding the BASE Program for the 2024-25 school year. BASE participants must be five years of age to attend BASE. If you have a student who will not be five years of age at the start of the school year please contact the BASE site director to discuss enrollment options.

Families requesting full-time care will receive priority at each BASE site and will be enrolled first. If space is available, part-time families will then be enrolled. Full-time is defined as utilizing the BASE program M-F. Part-time is defined as utilizing the BASE program, either MWF or TTH.

School year BASE enrollment will begin with families showing interest in BASE by completing a School Year BASE Interest Form. Submission of an interest form is not a confirmation of registration but an indication of your interest in utilizing the BASE Program. Once the BASE program has established enrollment numbers, you will be contacted regarding your student's 2024-25 school year BASE status.

Order of Registration:

#1 Current BASE families enrolled as of 3/15/2024 needing full-time care are given 1st priority, followed by part-time care if available.

#2 Waitlisted Families needing full-time care, followed by part-time care if space is available.

- Waitlisted families must complete a new school year BASE Interest Form each year during registration to maintain their placement on the waitlist. Families on a waitlist prior to March 8 of the current year will have the first opportunity to register for school year BASE before new families if space is available.

#3 New Families needing full-time care, followed by part-time care if space is available.

School Year BASE Information for All Families:

- If the attendance schedule is the same for all students in the household, submit one BASE Interest Form only. If the attendance schedules are different, please submit one form for each student.
- Interest forms may not contain students from multiple families.
- BASE Program sites that receive more interest forms than the number of spots available will conduct a lottery to determine enrollment.
- Site-based lotteries will take place separately for each registration group (1-Current, 2-Waitlisted, 3-New) before moving on to the next group.
- If a lottery is conducted, there are no guarantees that students of the same family with multiple attendance schedules will be accepted.

Interest Form Window:

The interest form will be open from **March 8-17, 2024**, for all families. Families must complete the [2024-25 School Year BASE Interest Form](#) to indicate their interest in registering for the 2024-25 School Year BASE Program.

Notification & Acceptance Dates:	Current BASE Families	New Families
Notification of either acceptance into the BASE Program or placement on the waitlist.	March 22, 2024	March 27, 2024
Acceptance deadline, failure to respond will forfeit your "spot."	March 25, 2024	March 29, 2024

Accepted families will receive the school year BASE registration link via email on Wednesday, May 29, 2024. A **\$80.00** registration fee is due at the time of registration. Registration fees are non-refundable and non-transferable. Failure to complete online registration and pay the summer registration fee by the due date of **Friday, June 7, 2024**, will result in a forfeit of your child's BASE "spot."

The School Year BASE Interest Form will be closed from March 18-April 7, 2024, to evaluate interest received, and conduct lotteries as necessary to determine enrollment. **Beginning April 8, at 9:00 AM**, the School Year BASE Interest Form will re-open to all families, including those who may have missed the registration window, at locations where space is available. Families will then be enrolled on a first-come, first-serve basis or notified of placement on the waitlist. Variable and or daily drop-in schedules may be considered if space is available.

2024-25 School Year BASE Tuition Information:

The [2023-24 BASE tuition rates](#) will be adjusted with an annual increase for the 2024-25 school year. Tuition rates for the 2024-25 school year have not yet been determined. Tuition rate information will be shared with families once it is available but before June 2024. A tuition deposit equal to one week of care is required for each child. School year deposits are due on the first day of school year BASE, Monday, August 12, 2024, and will be applied to the final week of school year BASE.

Other Fees for 2024-25	
Registration Fee SY2024-25	\$80.00
Break Programs (<i>Fall, Winter, Mid-Winter & Spring</i>)	\$58.00/day
Late Payment Fee (<i>Tuition is due on Wednesday by 6:00 pm</i>)	\$25.00
Returned Check Fee	\$20.00

Cancellation and Withdrawal Policy:

- After July 29, 2024, all withdrawals or cancellations will be subject to a cancellation fee equivalent to two weeks' worth of care.
- All withdrawals once the school year BASE Program has started require a two-week notice, equivalent to two weeks worth of care.

We appreciate your interest in our Adams 12 Five Star Schools BASE programs and look forward to providing care for your family this school year. If you have additional questions, please contact the BASE Site Director at your child's current school.

Sincerely,
BASE Department

SY2024-25 Adams 12 BASE Program Locations

BASE PROGRAM & LICENSE NUMBER	PROGRAMS OFFERED	DIRECTOR	CONTACT NUMBER
Arapahoe Ridge BASE #27717	Before & After School Care	Michael Hart	720-972-5752
Centennial BASE #71717	Before & After School Care	Erin Seitz	720-972-5296
Cherry Drive BASE #68799	Before & After School Care	Tracy Kite	720-972-3310/5317
Cotton Creek BASE #66284	Before & After School Care	Melissa Sherman	720-972-5357
Coyote Ridge BASE #37689	Before & After School Care	Brian Hart	720-972-5795
Eagleview BASE #27428	Before & After School Care	Taylor Dannenberg	720-972-5777
Glacier Peak BASE #1503461	Before & After School Care	Brittany McIntosh	720-972-5947
Hulstrom BASE #1513113	Before & After School Care	Amanda Gwinn	720-972-8961
Hunters Glen BASE #71719	Before & After School Care	Andy Ramirez-Hilton	720-972-5449
Leroy Drive BASE #08431	Before & After School Care	Amber Penney	720-972-5477
Meridian BASE #1528108	Before & After School Care	Stephanie Kaiser	720-972-7923/7909
Mountain View BASE #66278	Before & After School Care	TBD	720-972-5537
Prairie Hills BASE #1519499	Before & After School Care	Tone' Vasquez	720-972-8791
Riverdale BASE #66281	Before & After School Care	Megan Walker	720-972-5595
Silver Creek BASE #1543422	Before & After School Care	Jarred (JT) Townley	720-972-3986
Skyview BASE #68369	Before & After School Care	Morgan Franklin	720-972-5637
Stellar BASE #1548615	Before & After School Care	Daniele Mack	720-972-2351
STEM Lab BASE #1595943	Before & After School Care	Joey Velotta	720-972-3377
STEM Launch BASE #1620425	Before & After School Care	Bailey Allwine	720-972-7054
Studio School BASE #66283	Before & After School Care	Christine Hughes	720-972-3640
Tarver BASE #66279	Before & After School Care	Jenny Paugh	720-972-5651
Thunder Vista BASE #1720276	Before & After School Care	Hanah Box	720-972-7323
Westview BASE #1512513	Before & After School Care	Alisha Roth	720-972-7054
Woodglen BASE #78180	Before & After School Care	Laura Goldmann	720-972-5709