

# Memo

**Date:** April 2, 2020  
**To:** Lufkin ISD Teachers/Administrators/Paraprofessionals  
**From:** Kurt Stephens, Deputy Superintendent  
**RE:** P.A.C.K. Daycare Program

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Once again, Lufkin I.S.D. will offer the P.A.C.K. program to all LISD administrators, teachers, and paraprofessionals who are the custodial parent of children who are 4 years old on or before May 1, 2021.

We are currently making plans for the new school year and working on enrollment projections for the P.A.C.K. program. Information for tuition and payroll deduction is attached. Please complete the forms and return to Kurt Stephens, Deputy Superintendent at the Administration Office at 101 Cotton Square by May 1, 2020.

Please contact me if you have any questions.

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## P.A.C.K. Daycare Program

Child's Name: \_\_\_\_\_

Child's Date of Birth: \_\_\_\_\_

Child's Age as of September 1, 2020: \_\_\_\_\_

Parent Names: \_\_\_\_\_

Parent Campus: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Day: \_\_\_\_\_ Night: \_\_\_\_\_

**Lufkin Independent School District  
 Authorization for 2019-2020 Payroll Deduction  
 Professional Academic Childcare/Pre-kindergarten Class (P.A.C.K.)  
 at Kurth Primary School**

Tuition

The Lufkin ISD P.A.C.K. program tuition costs for services are based on 9 or 12 months and are paid monthly, due on the 20<sup>th</sup>. The amount will be deducted from employee's checks beginning on September 20, 2020. If you choose not to utilize the deduction services, please contact Kurt Stephens, Deputy Superintendent to make payment arrangements.

The Lufkin ISD P.A.C.K. class will close at 4:30 p.m. If your child has not been picked up by 4:40 p.m., a \$10.00 late charge will be assessed.

**P.A.C.K. STUDENTS MUST MEET LISD IMMUNIZATION REQUIREMENTS AND TB PROTOCOL REQUIREMENTS PRIOR TO THE FIRST DAY OF ATTENDANCE. See attached immunization requirements.**

**P.A.C.K. Daycare Program**

**Date:** \_\_\_\_\_

**Child's Name:** \_\_\_\_\_

**Employee/Parent Printed Name:** \_\_\_\_\_

**Employee/Parent Signature:** \_\_\_\_\_

**Employee Social/Parent Security No:** \_\_\_\_\_

**Position held at LISD:** \_\_\_\_\_

**Campus:** \_\_\_\_\_

**Number of Monthly Payments:** \_\_\_\_\_

No. of Payments	Total Due Monthly	Services
12	\$200.00	Childcare Services at Kurth Primary School
9	\$250.00	Childcare Services at Kurth Primary School