

MOSAIC
HOMESCHOOL
COMMUNITY
Member Handbook

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Mission and Vision

Mosaic Homeschool Community is an inclusive learning community where parents and collaborators come together to provide supplemental education and enrichment opportunities for homeschooling families in WNY. It is our goal to inspire a love for learning, to provide a safe and respectful space, to grant our children some independence, to embrace opportunities for new experiences, to forge a sense of belonging, and to allow long-term friendships to grow.

Statement of Inclusivity

Mosaic is an inclusive community and welcomes families of all faiths, family structures, educational philosophies, and backgrounds. Mosaic is neutral on matters of politics, religion, lifestyle, and educational philosophy. Be respectful of each family's path. Proselytizing, debating, or ridiculing others is *never* acceptable.

Acceptable Behavior

Mosaic is a mutually considerate community. This means the needs of all people, regardless of age, are equally respected and valued. Please be aware of how your actions affect those around you. It is important to be mindful that each family's view of "offensive" is subjective. To ensure Mosaic has a social atmosphere that supports learning and community, we expect all members:

- To be courteous
- To be respectful of all students, teachers, and contributors
- To consider the safety of others' emotional and physical well-being
- To take care of personal property and that of others
- To show goodwill by promptly responding to requests
- To use polite and professional language within the community
- To be free of alcohol, tobacco products, illegal drugs and weapons while participating in community activities
- To not wear clothing with drug/alcohol advertisements, profanity, depictions of violence/sex or that is discriminatory of any faith, race, lifestyle, or political views.

Teacher Responsibilities

- To have Friday morning availability.
- To be punctual and prepared for each class.
- To be willing to communicate with parents regarding their child's progress, homework, and behavior during class.
- To maintain a class environment that is safe and conducive for learning; and agree to follow and implement Mosaic's behavior policy and statement of inclusivity.
- To commit to teaching for the entirety of the 6 week session.
- To utilize our community's Zoom accounts professionally.
- In the event of a sick day, teachers will make up a missed class on their own time convenient to participating families.
- To refund families in the event of a necessary class cancellation.

**Classes are taught by independent teachers and are not employees of Mosaic.*

***The views and opinions expressed by an independent teacher, their curriculum, and services do not necessarily reflect the official position of Mosaic Homeschool Community.*

Responsibilities of Mosaic Members

The responsibility to sustain and better our community belongs to *every one of its members*. Participation from all families is required for the community to run safely and smoothly. Each family is accountable for their own children's well-being while participating in community activities. Any problems or concerns should be brought to the admin's attention. It is advantageous for all members to voice their ideas and concerns and participate in the growth and sustainability of our community.

Expectations for Community Service

We no longer require a community service commitment with our hybrid format. However, participation, cooperation, and communication are expected from all of our members for the community to run effectively. We would love to see our members volunteer their time to organize the occasional ball game or plan other fun activities during field trips!

Safety & Liability

Parents/Guardians are directly responsible for their children at all times. Any damages or injuries incurred by any family member is the responsibility of the parent/guardian, whether the incident is intentional or accidental. Compensation for damages or injury shall be the sole responsibility of the family. Mosaic Homeschool Community assumes no liability and makes assumptions of risk for any person participating in Mosaic classes and activities.

Allergies

NO PEANUTS OR TREE NUTS - We have community members with severe food allergies! Please leave your nutty snacks at home during all in-person events and wash your hands after you eat to prevent any possible cross contamination. No sharing food.

Photography/Videography

Be aware that our members may take photos/videos of Mosaic families during activities and events. Most are used only for our members' personal albums. But, sometimes, these photos and videos may be used on our website. No names, ages, or other identifying information will ever be included.

Drop-off

Mosaic Homeschool Community is *not* a drop-off program. All children must have a parent or guardian in attendance for all in-person activities.

Field Trips and Events

We understand the temptation to invite non-members to tag along on field trips and events in the area. However, in an effort to keep our group activities safe, fair, and organized, our community events must be kept to Mosaic members only. Please plan playdates with friends outside the group at another time and location. Thank you!

COVID-19 & Other Illness

Please be aware that we have community members who may or may not have health concerns, may or may not be comfortable around those not wearing a mask, may or may not be comfortable wearing a mask, and may or may not be vaccinated against COVID-19 and other infectious diseases. We ask that everyone be mindful and respectful of your fellow community members and their unique circumstances.

Every member *must* adhere to the COVID-19 policies outlined by any venue that may be added to the Field Trip schedule. If you are not willing to participate in a particular venue's required health screenings, masking policies, social distancing, hand sanitizing, or lack thereof, kindly pass on that event and join the next one that fits your family's needs.

You may **NOT** attend in-person group activities if you have tested positive with COVID-19 within the last 10 days.

If you may have been exposed to COVID-19, please be considerate and [follow the CDC's exposure recommendations](#).

If anyone in your household has had any of the following symptoms within the last 24 hours, you may **NOT** attend in-person group activities and should stay home:

- Fever or chills
- Fatigue and/or body aches
- Cough
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Rash
- Eye discharge
- Head lice
- Scabies

Registration and Fees

- Mosaic will collect a \$12 membership fee, per family, for each 12 week session to cover our website and Zoom costs.
- Class costs are paid directly to the teacher via PayPal from the invoice in your family's account. All members have 2 weeks after registering for classes (or until the day registration closes, whichever comes first) to pay for them. If classes are not paid during that time, you may lose your spot and someone from the waitlist will be eligible to take it.
- Some Field Trips may also have a fee and payment details are viewable on the registration page.

Refund Policy

There will be ***NO REFUNDS*** issued to members for missed classes due to illness, schedule changes, or other reasons. All payments are final unless a class is canceled by the teacher.

Age and Class Assignments

Pre-K (2-4 years old)

EE- Early Elementary (5-8 years old)

UE- Upper Elementary (8-11 years old)

MS- Middle School (11-14 years old)

HS- High School (14+ years old)

These age groups are suggestions based on ability and maturity. If you have questions about whether or not a class is right for your specific child, please see the class descriptions.

Grievance and Conflict Resolution

Should anyone experience disagreement/grievance within the community, they must adhere to the following steps for resolving the conflict. *Refusal to keep matters confidential may lead to community removal.*

First Step: Discuss the problem with the person with whom you have a disagreement. **Children should ask for the assistance of an adult if needed.

Second Step: Parties involved may need to meet with admin for mediation.

Third Step: If the issue cannot be resolved, the final decision will be at admin's discretion.

Confidentiality

We request that no grievance ever be handled in front of students and everyone involved keep the matter confidential. There should be no outside involvement without the knowledge of all parties involved. This includes talking to other parents and teachers, and posting on social media or other forums. Every individual has the right to confidentiality.

Disciplinary Action

It is expected that all members make every effort to follow our grievance and conflict resolution guidelines on their own. In some circumstances admin may need to step in to enforce group policies and issue disciplinary warnings to ensure continuation of a respectful and safe community.

Any family member - child or adult - who disregards Mosaic's policies may receive a disciplinary warning. All warnings are held in confidence. If multiple warnings must be issued, it may result in that member - child or adult - being removed from the community. That member will no longer be allowed to participate in classes or activities. All fees that have been paid will be forfeited and no refunds will be given. That member's other family members may continue to participate within the community provided children have proper adult supervision.

Certain behaviors and actions can not be tolerated and a warning will be issued. Some examples may include, but are not limited to:

- Clear disrespect from one member to another
- A breach in confidentiality; public arguing or shaming (in-person or online)
- Misuse/damage to any property or online accounts (Mosaic's or members')

There may be instances where immediate removal of a member is necessary. Some examples may include, but are not limited to:

- The use of illegal drugs or alcohol during community activities
- Bringing a weapon to community activities; such as a knife, gun, or other device intended to be used as a weapon
- Physical contact with the intent to harm