

Community Playground of Columbia, Inc. DBA



Summer Academy 2026 Parent/Guardian Handbook

Benton Elementary
1410 Hinkson Ave
Columbia, MO 65201
Phone: 573-214-3610

Administrative Office
310 Tiger Lane, Suite 101
Columbia, MO 65203
Phone: 573-256-1436

Email: bonnie@fcya.org
Email: patrika@fcya.org

Summer 2026

Dear Parents/Guardians:

Welcome to Fun City Youth Academy's Summer Program!

We've planned many exciting programs for this summer for your children. Our curriculum includes: self-awareness, African-American history/culture, nutrition, math, language arts, technology, and science. This summer, we will swim, create, and just have fun. ***Our program starts Monday, June 2nd, and ends Friday, July 24th. We do not have programming on June 19th to celebrate the Juneteenth holiday or July 3rd.*** Students may be dropped off at Benton Elementary as early as 7:20 am, and dismissal starts at 4:00 pm. Dismissal between 2 pm and 3 pm cannot be guaranteed.

The Parent/Guardian Handbook contains a summary of rules, regulations, and guidelines for the Summer Academy program. Please look over the handbook carefully to be sure you know all of your responsibilities. We look forward to working with you. If you have any questions, please feel free to contact us at any time.

Sincerely,

Bonnie Yantzi
Fun City Director

Dr. Patrika Brown
Principal

Part I. Fun City Mission Statement

The mission of Fun City Youth Academy is to engage area youth and their parents/guardians in academic, cultural, and recreational programs that promote academic achievement, self-respect, and social responsibility.

Part II. Goals of the Fun City Summer Program

1. Develop self-esteem skills through SETCLAE ideas and curriculum,
2. Develop entrepreneurial skills,
3. Develop an awareness of community and/or neighborhood issues,
4. Develop children’s artistic and creative skills,
5. Develop an understanding of African American history and culture and how it has impacted the larger society,
6. Develop basic reading and math skills,
7. Develop children’s sense of social responsibility through community service projects.

Part III. Staff Information and Master Schedule

Principal	Patrika Brown, Ed.D.	patrika@fcya.org
Fun City Director	Bonnie Yantzi	bonnie@fcya.org

Morning Staff (hired by CPS)

Secretary	Taria Pope	[REDACTED]
1 st Grade (June)	Nadège Uwase	[REDACTED]
1 st Grade (July)	Terryonna Nunnelly	[REDACTED]
2 nd Grade	Fossum	[REDACTED]
3 rd Grade	Michelle Jeanville	[REDACTED]
4 th Grade	Ian Gafney	[REDACTED]
5 th Grade	Melissa Hostetler	[REDACTED]

Afternoon Staff (hired by FCYA)

Secretary	Taria Pope	[REDACTED]
1 st Grade	Jackie Cody	[REDACTED]
2 nd Grade	Fossum	[REDACTED]
3 rd Grade	Michelle Jeanville	[REDACTED]
4 th Grade	Yasmin Watts	[REDACTED]
5 th Grade	Melissa Hostetler	[REDACTED]

Classroom Aides (hired by FCYA)

- Carita Wilkerson
- Journey Gaines
- Ada Chapman
- Joshua Johnston
- Yasmine Watts
- Pat Tatum

Paraprofessionals (hired by CPS)

- Grace McGuire
- Felicia McClain

Master Schedule

Time	Activity
10:35-10:55	Recess
11:00-11:20	Lunch
3:30-3:50	Recess

Part IV. Policies and Procedures

Health Policies

Parents or guardians need to inform the office of special health conditions that may be a concern or necessitate emergency care at school. Examples of special health conditions are communicable diseases, hearing loss, allergies, asthma, diabetes, and seizure disorders.

In cases of serious injury or illness, the principal should be notified immediately. 911 may also be called. The designated school personnel and/or emergency medical personnel will care for the student, and the parents/guardians will be contacted as soon as possible. Parents/guardians must have an accurate phone number and/or emergency contact on file, in the event of an emergency.

For minor illnesses or injuries, students will be cared for by school personnel trained in first aid. Students will be sent home and/or should remain at home if exhibiting:

- A temperature of 100.4 degrees or greater
- Vomiting with associated signs of illness

- Diarrhea
- Unusual or unexplained rash
- Persistent cough
- Ongoing symptoms of discomfort or immobility from an injury
- A concerning health condition that may require further medical evaluation

The ill child shall be kept isolated from the other children until the parent/guardian arrives.

Medication

Fun City is not required to administer medication but may choose to do so. Medication shall be in the original container and labeled with the child's name, instructions for administration, including the times and amounts for dosages, and the physician's name.

All medication shall be stored out of reach of children or in a locked container. All medication must be brought to school by a parent/guardian and handed to staff personally. We can NOT accept medication delivered by a child. The first dose of a new medication will not be administered by Fun City staff. Students and siblings cannot share medications at school. Students cannot store medication in the school office or a teacher's desk for self-administration.

Only staff certified in medication administration will be responsible for administering medication. Please be sure to fill out the medication form for your child, even for over the counter medications. Aspirin, cough medicine, or other over the counter medications can NOT be administered without written doctoral consent.

Disciplinary Policy

Fun City's student behavioral expectations include:

1. Scholars should be able to attend a program that is safe, free from physical harm, threats, or intimidation.
2. Scholars should respect other scholars and adults.
3. Scholars are expected to help keep our building/grounds clean and safe.
4. Scholars are expected to respect their property and the property of others.
5. Scholars are expected to develop good work habits and to help create a productive learning environment for others.
6. Scholars are expected to solve problems and disagreements through conflict resolution practices instead of physical confrontations.

Our goal is to help students develop social and emotional skills through a combination of education, rewards, and consequences. For students who choose to exhibit inappropriate behaviors, we will respond based on the following categorical system.

Category I	Category II	Category III	Category IV
Not following directions	Being disrespectful/rude	Inappropriate physical contact (fighting, roughhousing, causing injury)	Bringing or using weapons, drugs, or alcohol at school
Excessive talking	Arguing with peers and adults	Bullying	Assault
Inappropriate use of supplies	Defying authority	Leaving the building w/o permission	Leaving property w/o permission
Not paying attention	Inappropriate language		Arson
Noisy in quiet zones	Excessive interruptions		Vandalism
Not lining up at the signal	Hiding from staff		Stealing
Consuming candy/gum/snacks at inappropriate times	Leaving the room without permission, standing where staff can still see them, or returning quickly		
Running in the building	Lying		

Master Schedule Multi-Tiered System of Behavioral Support

Category I and II <i>Classroom Issue</i>	<ul style="list-style-type: none">● Staff will use a safe seat/time-out area for the first offense.● Second offenses will result in time in the designated buddy room with a call home.● Third offenses will result in a second phone call home.● Fourth offenses will result in the student receiving a suspension and being sent home for the rest of the day.
Category III	Suspension. Families will be called in to meet with the principal and designated staff to review the incidents leading to suspension. If the family cannot be reached or refuses to cooperate, the expulsion process will be instituted. Upon the third suspension, the scholar will be expelled from the program.
Category IV	Expulsion. Families will be contacted to pick up the scholar immediately and will meet with the principal and/or designated staff. During the meeting, families will be presented with written documentation of the disciplinary actions leading to the scholar's expulsion. At the time, the scholar will be dismissed indefinitely from the program.

Emergency Procedures

Every classroom has an emergency bag hung by the door, along with a map of the emergency exits. Staff must know the emergency procedures for the building. A cheat sheet of the emergency response procedures is posted by the door in every room and office.

Food

CPS will provide breakfast, lunch, and a snack to children who are in attendance during mealtimes. If you are going to arrive after the end of the scheduled eating time, you are to see that your child is fed.

Newsletters

Fun City will send home a weekly newsletter highlighting activities that were taught that week, along with notifications of upcoming field trips/events.

Part V. School Closings/Attendance

Holiday Closing

Fun City will be closed on Friday, June 19th for Juneteenth and July 3rd.

Attendance

Parents and guardians should call the office before 7:40 am and notify staff that their child will not be in attendance that day. Students cannot attend only on swimming days. They must attend at least two of the previous four days to be eligible to swim. Students may not miss more than 10 days, including a combination of partial days, without prior permission. Upon their 8th day of absence, guardians will be notified that their student will be dropped from the program if they receive two more absences. Upon their 10th absence, students will be dropped from the program.

Parents and guardians sign a general consent form for local trips and activities with their enrollment application. Specialized consent forms for out-of-town field trips will be sent home before departure.

Part VI. Parent/Guardian Expectations

Volunteering

Parents and guardians are encouraged to volunteer their time. If you have a specialty that you are willing to share with the children, then your skills could be very valuable to our program. Please stop by the Fun City office (310 Tiger Lane, Suite 101) and complete a volunteer application.

Visits

Family visits are encouraged. However, in order to keep track of persons in the school and to provide a safe environment, all visitors are required to first come to the main school office, sign in, and receive a visitor badge **before** going to any other part of the building. You must also present a government-issued identification card to be scanned.

Responsibilities

Please help us teach your child to grow as an individual by demonstrating the following:

1. Showing a positive attitude toward school.
2. Take an interest in what your child does in school.
3. Encouraging without forcing academic work such as reading, writing, mathematics, and scientific exploration.
4. Praising your child for effort and creativity
5. Being on time when bringing and picking up your child.
6. Always calling when a child is going to be late or absent.
7. Always talk to Fun City staff when you have a concern by keeping communication lines open.

Dismissal/ Late Pick Up Policy

Dismissal will start at 4:00 pm. Please stay in your cars, and a staff member will call for your child(ren).

We have a strict late pick-up policy. You will receive a late pick-up notice every time you arrive after 4:30 pm. Upon your second violation, your student will be removed from the program. Please be considerate of our staff in picking up your student before 4:30 pm.

If a parent/guardian or authorized adult will be late, they must notify the office as soon as possible. Notifying the office does not excuse the late pick-up. We understand that emergencies arise. We also understand that traffic can be challenging or hectic, but traffic issues do not excuse the late pick-up policy. Our staff must remain on campus when your child is picked up late. Therefore, they are unable to attend to commitments outside of school.

Thank you!
Fun City Youth Academy Staff

Confirmation of Receipt of Handbook Form

Community Playground of Columbia, Inc. DBA Fun City Youth Academy

Guardian Name:	
Student(s) Names:	

I confirm that I have received a copy of the Community Playground of Columbia, Inc. (DBA Fun City Youth Academy) Parent/Guardian Handbook 2026 and that I have read and understood its contents.

I also confirm that I have sought clarification from the Director and/or Principal on any issues outlined in the Handbook that I am not clear about.

Signed: _____

Date: _____