



Memo

To: Driver Education Parent
From: James Kapinus Proprietor

Dear Driver Education Parent:

Your teen will have six two-hour sessions of behind the wheel with the instructor. The pick-up locations for the in-car sessions will depend on the day the session is scheduled. If school is in session (a scheduled school day), we will pick your teen up at the designated location noted below.

VERONA PICKUP in front of the KWIK TRIP gas station next to *new* Verona HS 234 Wildcat Way.
MEMORIAL PICKUP at the Memorial Min. Pt. Rd. exit (nearest the nurse's office.)

On Saturdays, Sundays, or days when school is not in session, unless informed otherwise by Jim of Mad-Area, we will pick your teen up and drop them off two hours later front of the KWIK TRIP gas station next to *new* Verona HS 234 Wildcat Way.

BEHAVIOR POLICY-expected in class, and in car.

In Wisconsin, students are granted a permit at 15½, and a probationary license at 16 years of age. At these ages, the State feels, students should understand the responsibilities associated with the privilege of driving. Therefore, we will dismiss any student from our program for repetitive disruptive behavior.

- The first incident of disruptive in class, or in car behavior, will be handled by a discussion of the event with parents
- If a second disruptive behavior incident occurs, the student will be dismissed from class without a refund and will not be allowed to return for six months.

We expect classroom and in car instruction to be a good learning environment for all students, which is why we must adhere to a strict policy to promote this atmosphere.

Each student is teamed with another, therefore if your teen does not keep his/her appointment the instructor and your teens driving partner will be greatly inconvenienced. To help eliminate any unnecessary last minute appointment changes or misses, **\$30.00 will be charged for each missed or unexcused appointment.** If an appointment is missed the \$30.00 fee must be paid at the student's next lesson. Any changes in scheduled appointments will not be considered *unless made at least 48 hours in advance* to fill the requested appointment change.

For driver education to have a lasting impact, it has to affect the behavior and attitude of the novice driver well beyond the duration of this course. That can only happen when students, parents and instructors combine their efforts and become partners to make driving safety a priority. As driver education instructors, my staff and I are trained to provide the foundation of safe driving. As the driver education parent or guardian, you play a key role in guiding your teenager through additional practice so he/she will become a good, responsible and safe driver.

You are encouraged to **call Jim at 345-9598, between 10:00am-6:00pm Monday-Friday or on Saturdays 10am-Noon,** to schedule driving appointments or talk about any concerns relating to your teens driving experience.

Sincerely,
James N. Kapinus

Phone: 345-9598 days.