



St. Paul of the Cross Parish/School

A Family of Faith
14030 Foster Rd.
La Mirada, Ca. 90638
562.445.4542



**Transitional Kindergarten - 8th Grades - Parent Agreement
2019-2020 School Year**

Dear Parent(s):

We, the administration, faculty and staff of **St. Paul of the Cross School** welcome you and your family to our school community. You will find that each of us is firmly committed to the formation of a school community that will provide a Catholic education for your child/ren. Since belonging to our school community demands the commitment and dedication of the administration, faculty and staff to the mission and philosophy of the school, it is likewise necessary for each parent and child to accept and support the mission and philosophy of the school, as well as to support the efforts of the pastor, principal, faculty, and staff to achieve them. Similarly, it is necessary for you, as the primary educators of your child/ren, to understand fully your part in the formation of this school community. We ask you, therefore, to read the following agreement and ***sign it as your acceptance of your obligations to this school community.***

PARENTS YOU MUST AGREE TO THE FOLLOWING:

1. We understand that the school is a Catholic parish school under the jurisdiction of the Archdiocese of Los Angeles. We accept, therefore, that:
 - The pastor, is the ex-officio chief administrator of the school who, carries out the policies of the Archdiocesan Advisory Board and, on points not covered by the Archdiocesan policy, determines policies appropriate to the needs of the school, and
 - The principal, as the pastor's delegate, is responsible for the immediate direction and supervision of the school program.
2. We understand that certain responsibilities require our continuous support if the school is to achieve its goals. **We agree, therefore:**
 - To participate in the religion program and related activities in order to make the teaching of religion a reality in the life of our child/ren,
 - As either registered parishioners or out of parish members, we are committed to practicing the Catholic faith as a family, especially in regard to attendance at Sunday Mass,
 - To encourage our child/ren to learn by providing an environment suitable for home study,
 - To abide by the decision of the principal regarding suitable grade placement and advancement or retention of our child/ren,
 - To abide by all school and Archdiocesan regulations and policies and to accept all disciplinary actions including withdrawal of our child/ren for noncompliance with these regulations,
 - To complete and return all forms and records necessary to comply with school, Archdiocesan, and/or state regulations, and,
 - To regularly read the weekly newsletter in order to be informed about school events, policies, and decisions which affect our child/ren and family, and
 - **To abide by the rules and policies listed in the School Families Handbook and the Archdiocese Administrative Handbook.**

2019-2020 TUITION/TUITION PAYMENT PLANS

- Full Payment-Receives a \$100.00 discount if total is paid in full by AUGUST 31ST, 2019
- 11 Month Plan (August-June) – Pay to SMART Tuition Collection Services. See Attached Form.

Tuition Monthly Payment is Based on an 11 Month Plan – August to June		
\$395.00	per month for one child	or \$4,345.00 for school year
\$690.00	per month for two children	or \$7,590.00 for school year
\$945.00	per month for three	or \$10,395.00 for school year
\$1,180.00	per month for four	or \$12,980.00 for school year
For more than four students please meet with the Principal.		

- The re-registration fee is due on or before April 30th, 2019.
- Late Re-registration begins on April 31st, 2019 and an additional \$50.00 per child will be added to the \$350.0 Registration Fee per child.

FEES
➤ \$350.00 Registration/Re-registration per Child. Fee Includes: textbook leasing, consumable workbooks, student homework planners, student accident insurance and registration processing, earthquake kit, Technology and Computer Lab maintenance, accelerated reader program, and STAR Testing fees.
➤ \$50.00 for Late Re-Registration Fee (Paid after April 30 th)
➤ \$35.00 Returned Check Fees
➤ \$25.00 Late Tuition Fee Per Month

We understand that tuition and fees only cover part of the total cost of educating our children. **Review and sign the attached Tuition and Fees Schedule.** We agree, therefore,

- To support the school through regular tuition payments made from August – June and paid on the date of the month as stated on the authorization form that we will complete for First Financial Services (SMART),
- To pay 25% of tuition by November 30th, 50% of tuition by January 29th, 75% of tuition by March 31st, and 100% of the tuition by June 1st
- To support the school through the payment of our fees as stated on the Financial Information Sheet,
- To pay all fees and August tuition before the first day of school; and, understand that our child/ren will not enter school until this is paid in full

DELINQUENT TUITION AND FEES PAYMENT POLICY

Delinquent Account – An account is delinquent when any payment is not made within the time such payment is due.

1. When any account is ***delinquent***, the parents/guardian(s) shall be advised of said delinquency, in writing, by the school business office. This can be any simple form of notice, including a rubber-stamp upon the statement itself bringing the delinquency to the attention of the appropriate parties and requesting that the delinquency be corrected or arrangements made with respect to that delinquency.
2. When an account is ***delinquent 30 days*** and no arrangements have been made on that account, the parent/guardian(s) of the student(s) shall be advised by the school business office in writing on school letterhead. In addition, any account delinquent 30 days shall be assessed a \$25 late fee.
3. When the account is ***delinquent 60 days*** and the student expects continued attendance at St. Paul of the Cross Catholic School, a letter on school letterhead signed by the principal and pastor shall be sent to the parent/guardian(s). This letter shall request immediate arrangement of payment. If arrangements are not made, enrollment will be denied.
4. Once enrollment is denied, re-enrollment will be contingent on all outstanding tuition and fees being paid off.
5. Any account delinquent over 90 days will be turned over to finance council for collection.
6. REPORT CARDS, TABLETS AND DIPLOMAS will be withheld from families with outstanding balances until accounts are paid in full.

NOTICE TO FAMILIES WITH GRADUATING 8TH GRADERS:

- Students may participate in year-end-graduation activities as long as all tuition and fees ARE PAID in full and service hours have been fulfilled. REPORT CARDS, TABLETS AND DIPLOMAS will be withheld from families with outstanding balances until accounts are paid in full.

FUNDRAISING

<i>Mandatory Fundraising:</i>	<i>Minimum Purchase Amount:</i>	<i>Non-Participation or Buy-Out Rate:</i>	<i>Paid By:</i>
SCRIP Gift Card Purchases	\$4000	\$400	
Parish Thanksgiving Raffle Tickets	\$120		
TBA Fundraiser per Family with:	\$250		
Optional Fundraisers	TBA	TBA	

* All fundraiser monies are due one-two weeks before the event, a late fee of **\$25 per week** will be assessed for all monies not turned in by the due date.

PARENT(S) SERVICE HOURS REQUIREMENT

Active involvement in the life of our school is expected of all parents/guardians of currently enrolled students. Each family is expected to work a minimum of 40 hours of contributed service to the school. A single parent family has a minimum of 20 hours of contributed service to the school. School office personnel will record all the hours that are completed at the end of each month. Families may choose to pay a non-participation fee of \$10 for each unearned hour, which will be assessed by May 15th of each year. The events that are required per family are as follows:

- Mandatory **4** Bingo days. There is a \$100 non-compliance fee for any Bingo no shows. You must call at least 24 hours in advance to avoid the penalty fee.
- Signing up for one Bingo every other month will make your service hours' requirement manageable.
- Mandatory **3** Fish Fry days, 4 hours per day. There is a \$50 non-compliance fee for any Fish Fry no shows. You must call at least 24 hours in advance to avoid the non-compliance fee.
- Parents it is important to notice that doubling up (parents working together) will not count as (2) man during Bingo and Fish Fry.
- The remaining hours may be done doing **other activities** such as room parent activities, coaching, fund raisers, field trip chaperon, classroom activities, selling script, and so on.
- To complete the 40 hours of service required by the school, a minimum 20 hours must be completed by January 15th of each school year.
- The remaining 20 hours must be completed by May 15th of each year.
- Please note that ***100% of family commitment to be earned by May 15th, of each school year.***
- Parents may opt to pay a \$400 non-participation fee (due by the end of the first trimester) to waive the service-hour commitment, and all families that fall short of the service-hour obligation are billed at a rate of \$10 per hour.

Please contact the school principal for questions about the service-hour commitment or to make the school aware of a change in two-parent or single-parent family status.

Please keep this portion for your records.

