



SAINT RICHARD SCHOOL FINANCIAL AND PARTICIPATION COMMITMENT AGREEMENT FOR THE 2021-2022 SCHOOL YEAR

As we embark upon a new school year, we look forward with great expectation to a year filled with many dreams, challenges and goals. We look forward with great anticipation to a successful academic year. St. Richard School is committed to providing a high quality Catholic education to all its students. Students who apply to St. Richard School as new students must meet academic standards, adhere to all behavior policies, and participate in school events through volunteering or attendance.

The actual cost to provide quality education at St. Richard School this year is approximately \$6,067.00 per student. Tuition alone does not cover the cost of educating your child. Because of our parish's commitment to Catholic Education, each student's actual cost of education is subsidized by the parish, and families with 2, 3, and 4 children receive an even larger subsidy. We are very fortunate that our parish has the commitment and resources necessary to help underwrite Catholic Education. As parents and parishioners, we have been given the dual responsibility to do what we can to make sure that Catholic Education remains a viable option for our children.

To address this situation, our school has in place a category of tuition rates called "non-participating parishioner" and "participating parishioner" for children in Kindergarten through 8th grade. Families will be charged the non-participating parishioner rate if they choose not to attend mass. One aspect of our faith that is required is regular mass attendance for our school families. Attendance at Sunday Mass will be tracked by the return of your weekly envelopes. Families who do not return envelopes through the Church on three out of four/five weeks during the month and contribute at least \$350 per year will be charged the non-parishioner rate. You will elect to be a parishioner or non-parishioner at the time of registration. Once a family chooses to become a non-participating parishioner, that role remains in effect, and will not be changed unless specifically requested by a family. It is important to use the envelopes provided by the parish to track your attendance and participation. If you give electronically using "Give Central" you can just drop your envelope in the basket and mark "I gave electronically" so that your attendance is recorded.

FUNDRAISING

All families are required to do fundraising in addition to tuition. For the 2021-2022 School Year the fundraising commitment will be \$300 for families with one child, \$500 for families with two children, and then \$200 per child for each additional child enrolled. This fee will be split up in the following way: The first \$100 are required through a mandatory raffle ticket(s) purchase per family; The Queen of Hearts Raffle. The remaining balance (\$200 for one child, \$400 for two children, \$600 for three children, etc.) will be split into two payments; the 1st half will be billed in January 2022 and the 2nd half will be billed in April 2022, including any remaining balance from the first half fundraising. To meet this requirement, families will be given a variety of fundraising opportunities throughout the year in which to participate, and you will be notified which events apply to this fundraising requirement and the percentage that is earned.

****PARTICIPATION PROGRAM***

All school families are also REQUIRED to contribute at least an additional 10 hours of participation to the school and /or parish community. Families who do not complete the remaining required hours by March 31, 2022 will be charged a Participation Program fee of \$20.00 per hour for those hours not completed. This fee must be paid prior to the issuance of any report cards and/or transfers.

*To be determined pending Covid guidelines.

For the 2021-2022 school year, we will have some families who will be attending St. Richard School through the Tax Credit Scholarship program. Depending on the level of support for which they qualified, the subsidy will cover 100%, 75%, or 50% of their tuition and book fees. It will not cover registration and fundraising fees. Any portion of tuition and fees that are the responsibility of the parent/guardian will be invoiced through *FACTS* (our tuition processing company) on the following schedule:

PAYMENT SCHEDULE THROUGH FACTS TUITION

Prompt payment of all school bills is essential to the smooth operation of the school. Tuition bills must be paid by the fifteenth day of each month. The finance committee has initiated the following regulations for tuition:

- Tuition is divided into ten (10) equal payments. A non-refundable deposit equal to one-month's tuition is due and payable on July 15, 2021. This deposit is non-refundable and your child's placement in classrooms is not guaranteed until it is paid in full. **There is no tuition payment due in August; only book fees are due in August.**
- Because school fees cover the cost of consumable materials, fees paid on 'School Fee Day' in August are non-refundable once the school year has begun.
- Fundraising, service hours, book fees, etc., are all considered part of tuition. A \$35.00 per month recurring late charge will be assessed on the 16th of the month on all tuition statements showing any amount past due.
- Report cards will be withheld for families who have an outstanding tuition balance, past due 30 days or more, at the end of the trimester. Balance must be paid at least one (1) week prior to report card distribution.
- Transcripts and diplomas will be withheld for students with an outstanding tuition balance. In addition, children will not be allowed to participate in graduation activities such as field trips, picnics, etc., unless all balances are paid in full.
- Children will not be allowed to attend class and parents will be called to pick up students if the family has an outstanding tuition balance greater than 60 days past due.
- Children will not be allowed to participate in any St. Richard athletic programs for any families with outstanding tuition balances greater than 60 days past due.
- A \$25.00 fee will be charged for any NSF check returned to the school.

Thank you for choosing St. Richard School where our strong academic, social, and spiritual programs allow our students to develop to their fullest potential. If you have any questions, do not hesitate to call our school office.

For the 2021-2022 School Year, we will be processing all tuition payments through FACTS Management. All families must have an account established with FACTS whether they pay online or not. Families are strongly encouraged to sign up for ACH for tuition payments to avoid late fees.



SAINT RICHARD SCHOOL TUITION AND FEES FOR THE 2021-2022 SCHOOL YEAR

	1 Child	2 Children	3 Children	4 Children
NON-PARTICIPATING PARISHIONER RATE KINDERGARTEN through 8th Grade Tuition	\$5,717.00	\$8,292.00	\$10,455.00	\$12,700.00
PARTICIPATING PARISHIONER RATE KINDERGARTEN ¹ through 8th Grade Tuition	\$4,738.00	\$7,210.00	\$9,265.00	\$12,051.00
3 & 4-Year-Old Full Day Preschool Tuition	\$4,584.00	\$3,959.00 (Sibling Rate) ²		
<u>FEES/FUNDRAISING:</u>				
Registration Fee:	\$150.00	\$300.00	\$450.00	\$600.00
Book & Technology Fee:	\$200.00	\$400.00	600.00	\$800.00
Fundraising Requirement ³ (Net Fundraising)	\$300.00 <i>(Includes \$100 mandatory raffle ticket purchase)</i>	\$500.00 <i>(Includes \$100 mandatory raffle ticket purchase)</i>	\$700.00 <i>(Includes \$100 mandatory raffle ticket purchase)</i>	\$900.00 <i>(Includes \$100 mandatory raffle ticket purchase)</i>
SERVICE HOURS (Per Family)**				
All Grades:	10 Hours	10 Hours	10 Hours	10 Hours

¹ To be considered a "Participating" family, families must attend mass at least 3 Sundays each month which is tracked using your Sunday "Weekly Offering" envelopes that are sent via mail. If you forget an envelope, additional envelopes are available in the back of church for your convenience. Please fill in your parish number and name and address. Also, to be considered a "Participating" family, families must contribute at least \$350 per year.

² Sibling rate is applied to Pre-School tuition if there are any other children in school.

³ Net Fundraising means the profit earned from whatever item/event that is sold (i.e. \$60 box of chocolates with a 50% Net- \$30.00 goes to purchase the chocolate \$30.00 goes to Fundraising Net.)

**To be determined pending Covid guidelines.



**SAINT RICHARD SCHOOL – FINANCIAL & PARTICIPATION
Commitment Agreement - FOR THE 2021-2022 SCHOOL YEAR**

I/We have read and understand the policies and fees associated with my/our Financial and Participation Commitment to Saint Richard School for the 2021-2022 Academic Year. I agree to adhere to this Agreement in its entirety and accept my responsibility to fulfill them as stated and as scheduled.

Parent #1

Parent #2

Name: _____
Parent Name Printed

SSN: _____

Employer Name: _____

Employer Phone: _____

Signature: _____

Email Address: _____

Mass Attendance

_____ **I** am choosing to be a "Participating" parishioner and agree to attend mass 3 of the 4/5 Sundays each month, contribute at least \$350/year, and use my envelope each week so that attendance can be recorded.

_____ **I** am choosing to **NOT** to be a "Participating" parishioner and understand that I will be paying the above-stated rates for "Non-Participating" parishioners.

Fundraising

_____ **I** have read and understand the Fundraising portion of the financial agreement and agree to complete my required fundraising no later than April 30, 2022 as well as purchase my mandatory Raffle tickets.

Volunteer Participation

_____ **I** have read the volunteer participation portion of the financial agreement and understand that I/we must complete a minimum of 10 hours for the school year. *Pending Covid guidelines

Child's Name: _____ 2021-2022 Grade: _____

Child's Name: _____ 2021-2022 Grade: _____

Child's Name: _____ 2021-2022 Grade: _____

Child's Name: _____ 2021-2022 Grade: _____

**Your signed Financial and Participation Commitment Agreement
is due back before March 31, 2021**