



**St. Joseph School of
All Saints Parish**
56 Oak Terrace
Haverhill, MA 01832
(978) 521-4256

March, 2009
Dear Parents:

Thank you for your interest in St. Joseph School of All Saints Parish. We here at St. Joseph School welcome you and your child.

The Faculty, Staff, and Principal at St. Joseph School aim for a strong bond between school and home. With this bond great things can happen for your child. Because of this philosophy we will work together so that your child will grow in every way, academically, emotionally and of course spiritually. That is what this Catholic School is all about.

Please find attached your child's registration form for the upcoming school year. Please complete and return. Also included is some information that will hopefully help in the registration process.

God Bless,
Carol J. Simone
Principal

St. Joseph School of All Saints Parish
New Students Grades 1-8 Registration

2009-2010 School Year

Website: www.sjshav.com

Date: _____ Grade: _____

Child's Last Name Child's First Name Middle Initial

Address City St. Zip Code

Home Telephone Number E-Mail Address

Family Last Name if different from child's: _____

Date of Birth Place of Birth

Date of Baptism Church City State

Date of First Communion Church City State

Father's Name Birthplace Occupation

Mother's Maiden Name Birthplace Occupation
(Please include first name)

Religion of Parents: _____

 Mother Father

Guardian of Child: _____

Person Responsible for paying tuition bill: _____

Social Security Number: _____

Are you a contributing member of All Saints Parish? _____ Yes _____ No

Registration Fee: \$60.00 per family (non-refundable)
Book Fee: \$85.00 per child (non-refundable after June 30th)
Computer Lab Fee: \$35.00 per child

Signature of Parent or Guardian Date

Family Requirements

- **Mandatory Fund-raisers:**

Autumn Raffle: Families are required to **sell a minimum of \$200.00** worth of raffle tickets. If you do not participate in the raffle, the \$200.00 will be added to your yearly tuition bill.

Spring Raffle: Families are required to **sell a minimum of \$200.00** worth of raffle tickets. If you do not participate in the raffle, the \$200.00 will be added to your yearly tuition bill.

- **Parishioner/Non Parishioner Status**

To be considered for a parishioner status in regards to tuition rates, families who are contributing a minimum of \$300.00 to All Saints Parish (from January to December of the prior year) are considered as parishioners and therefore receive parishioner status.

This is checked periodically in the fall and winter during the school year and at the time of registration. Families must keep up-to-date by using All Saints Parish weekly budget envelopes, or their tuition will be changed to Non-Parishioner status and put on an entire school year probationary period. If you do not have church envelopes and would like to obtain some, please contact the All Saints Parish rectory at 978-372-7721, and the parish secretary or bookkeeper would be glad to provide you with some.

- **Twenty (20) Hours of Service:**

Each family is required to volunteer 20 hours of service per child (up to 40 hours) in the school. There are numerous ways in which to obtain your hours, which are usually posted in the weekly notice.

Those who are unable to fulfill the hours will be billed \$400.00 at the end of the school year.

If a family's tuition is paid in full before the beginning of the school year, that family is neither obligated to work the 20 hours nor will they be billed for \$400.00 at the end of the school year.

I have read and understand the requirements above.

Parent Signature

Date

St. Joseph School of
All Saints Parish
56 Oak Terrace
Haverhill, Ma
978-521-4256

Dear Parent(s):

In keeping with new Archdiocesan policy, enclosed is tuition payment information for the next school year. Since the stability of our school and the quality of its programs are of the utmost importance, we are always seeking ways to make improvements to benefit everyone. After much research and investigation, we have contracted with FACTS Management Company to help us manage our tuition payment program. FACTS is used by over 4,000 schools nationally and most of the schools within our diocese. We are excited to be working with them and are confident this program will ensure strong financial stability for the school.

We have adopted the following tuition payment policy for the next school year. Families can pay their tuition bill in one of two ways:

1. Full payment of tuition this year by September 1, 2009. This payment should be made directly to the school.
2. 10 or 12 automatic monthly payments through the FACTS Payment Plan. Payments will start in July 2009, and may be processed on the 5th or the 20th of each month.

Through FACTS Management's direct debit program, you will authorize automatic bank payments directly from your bank account for your monthly tuition bill. Please be assured that neither FACTS Management nor the school will have direct access to or any knowledge about the status of your bank account. It is simply a pre-authorized bank-to-bank transfer of funds.

FACTS will save us a great deal of administrative time and costs. The program will enable us to project costs and income figures on a more solid basis so in future years, tuition increases can be minimized. Finally, school administrative staff can spend more time on education, development, and related issues.

We appreciate the opportunity to serve your family in the spiritual, academic, and social development of your children. Together we are dedicated to your children and to the Christ-centered vision of our school. Working with FACTS is one more step in assuring we can continue our mission. We trust you understand our decision and will cooperate with us as we continue our ministry.

Sincerely,

St. Joseph School Board
Carol Simone, Principal
Rev. Dennis Nason, Pastor

**St. Joseph School of
All Saints Parish**

56 Oak Terrace
Haverhill, MA 01832
978-521-4256

Tuition Payment Preference Form

This form must be completed by all parents with students attending St. Joseph School of All Saints Parish in the 2009–2010 school year before enrollment can be completed. This form must be returned with your child's registration form.

School: St. Joseph School

Parent/Guardian Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of Student(S): _____

_____ Option 1 (Payment in Full):

Single payment due on or before September 1, 2009. This option entitles the responsible party exempt from Hours of Service. Payable directly to St. Joseph School.

NOTE: If payment is not received by the school on or before the due date, payment must be made through FACTS with the option listed below.

*Exemption of Hours of Service will be voided if payment is not received by the deadline date.

_____ Option 2 (10 or 12 Monthly Payments beginning in July through FACTS):

Automatic bank payments (ACH) through your checking or savings account may be made on either the 5th or 20th of each month.

I agree to make tuition payments for the 2009-2010 school year according to one of the options above. I have read the school policy regarding tuition and agree to abide by this policy.

Responsible Party Signature

Date

**St. Joseph School of
All Saints Parish
Tuition Rates – 2008-2009
Kindergarten – Grade 8**

Tuition rates for the 2009-2010 school year have not been set as of this date. Below are the current tuition rates.

Parishioner Status: A parishioner of All Saints Parish who has contributed a minimum of \$300.00 per year using their church budget envelopes.

	July – June 12 Monthly Payments	Yearly
Parishioner –1	\$278.00	\$3,335
Parishioner –2	\$505.00	\$6,056
Parishioner –3	\$737.00	\$8,842
Parishioner-4	\$773.00	\$9,274

Non Parishioner Status: A family who is not a contributing parishioner of All Saints Parish.

Non-Parishioner –1	\$342.00	\$4,094
Non-Parishioner –2	\$626.00	\$7,508

Monthly Payments are rounded up to the next dollar. Your last monthly payment will be lower.

Registration Fee Per Family Grades K-8	\$60.00
Testing/Book Fee Grades 1-8	\$85.00 per child
Computer Fee:	\$35.00 per child
Material Fee (Full Day Kdg.)	\$100.00 per child
Material Fee (Half Day Kdg.)	\$75.00 per child

St. Joseph School of All Saints Parish

Haverhill, MA

Tuition Agreement & Registration Policies 2009-2010

The Pastor, Principal, and the School Board Finance Committee have adopted the following regarding tuition and registration policies:

1. Parishioner/Non Parishioner Status

To be considered for parishioner status in regards to tuition rates, families must contribute a minimum of \$300.00 to All Saints Parish (from January – December of the prior year). This is easily done by regular Mass attendance.

This is checked periodically in the fall and winter during the school year and at the time of registration. Families must keep up-to-date by using All Saints Parish weekly budget envelopes, or their tuition rate will be changed to non-parishioner status and put on an entire school year probationary period. If you do not have church envelopes and would like to obtain some, please contact the All Saints Parish rectory at 978-372-7721, and the parish secretary or bookkeeper would be glad to provide you with some.

2. Tuition Payments

All families are required to sign up with FACTS Tuition Payment program, unless you plan to pay your Tuition in full by September 1, 2009.

Returned Checks: There is a \$25.00 fee for each check that is returned to us. **We cannot re-deposit your check.** You will receive a notice that needs to be returned with a replacement check including the fee.

Tuition Aid: The Archdiocese of Boston in conjunction with the Catholic Schools Foundation is requiring that tuition aid be handled by the FACTS Management Company. It is highly confidential. Forms for tuition aid will be provided upon your request.

The forms are far more detailed, requiring monthly income and expenses as well as tax information. You may fill out a paper application or apply online. There is a \$20.00 fee for this application, payable to FACTS.

3. Mandatory Fundraisers

The annual cost of an education at St. Joseph School of All Saints Parish is over \$4,000.00 per student, which is significantly more than the cost of tuition. Each family is expected to participate in other fundraising efforts in order to offset the actual cost of education for your child/ren. In this way, each family is able to garner support from relatives, neighbors, and work colleagues to help keep costs down for families.

to **sell a minimum of \$200.00** worth of raffle tickets.

Spring Raffle: Families are required to **sell a minimum of \$200.00** worth of raffle tickets.

Remember the two raffles (Fall and Spring) are mandatory.

Families who choose not to participate in the raffles will receive a bill for \$200 each. The school budget depends upon these funds to offset costs, and these are obligations of each family in addition to tuition. Your obligation to the school is not considered current until these obligations are met.

Other fundraisers: The annual Christmas Bazaar and the annual Auction also obligate each family to contribute. These amounts are smaller and vary each year, but each family should be aware of them. There are also smaller events sponsored by the P.T.O. like the annual bake sale, dessert Tuesdays, Family Night, etc.

During the year, there are expenses like field trips, the eighth grade trip (if held), and graduation fees, as well as the **\$400** in lieu of twenty hours' volunteerism.

The most important activity your family should participate in is the weekly Mass. All Catholic families should attend Mass on the weekend. Families that consider themselves parishioners must contribute \$300 yearly in the parish offertory.

4. Twenty (20) Hours of Service

Each family is required to volunteer 20 hours of service per child up to 40 hours in the school. There are numerous ways in which to obtain your hours, which are usually posted in the weekly notice.

If you do not participate in volunteering you will be billed at the end of the school year in the amount of \$400.00.

If a family's tuition is paid in full before September, that family is neither obligated to work the 20 hours nor will that family be billed for \$400 at the end of the year.

5. Extended Daycare

St. Joseph School and the Early Childhood Center offer a before and after school daycare program. This program usually starts the first full day of school after Labor Day. The price per hour at the main building is \$5.00 from 7-8 A.M. and 2:30-5 P.M. and the price per hour at the early childhood center is \$5.00 from 7-8 A.M. and 2:00-4:00 P.M. (This could possible change to 5:00 P.M if the number of students warrant it.) There are fees for picking up a child late or after hours.

6. Nursery and Pre-K Programs

If you are considering your child for our full day nursery program, your child will be placed on a two week trial period. This will give our teachers the time to evaluate whether your child is ready for a full day program. Your child must turn 3 years of age before August 31st of that school year.

A pre-kindergarten student must be 4 years old by August 31st. There are both half and full day students. There is a monthly activities fee in addition to tuition for each student.

7. Kindergarten Program

Your child must turn 5 before August 31st of that school year.

8. Uniforms

School uniforms can be purchased from J. B. Edwards Uniform Company, Woburn, MA. (800-654-5148). The school receives a percentage of uniforms purchased. Flyers are sent home so that you may place orders or go to the show room..

9. School Supply List

A supply list for the following school year is usually given out at the end of the year with your child's report card.

10. Registration

A non-refundable \$60.00 registration fee is payable upon registration per family. In addition, an \$85 book fee and \$35.00 Computer lab (Grades 1-8) fee is assessed per child. It is suggested that new families make an appointment to meet with the Principal. A birth certificate is required by law, and the school requires a baptismal certificate, if applicable. It is the family's obligation to bring these documents and the current report card for the child, as well as inform the principal of any special education services or diagnosed learning or psychological issues.

11. Financial Hardship

During the school year, a financial hardship may arise. It is the family's responsibility to meet with the principal to inform her and to discuss a monthly payment plan. As a family, if we are all responsible and depend on each other, everyone benefits.

I have read and understand the Registration and Tuition Policies for the 2009-2010 school year.

Parent Signature

Date

Name: _____

Please Print

I will be using the FACTS Tuition Payment Program

I plan on paying my Tuition in full by September 1, 2009