



St. Charles Borromeo Catholic School

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Kindergarten & Pre-K 4-Year-Old Registration for 2020-2021!

January 6, 2020

Dear Parent(s),

Our Parish records indicate that you have a child who is of eligible age for our Kindergarten program (5 years old by August 1st), or our Pre-Kindergarten 4-year-old program (4 years old by August 1st), and I wish to invite you to our Kindergarten & Pre-Kindergarten registration day on Tuesday, January 21st. Registration will be held in the afternoon from 1:15-2:30 p.m. in Rooms C & D of the Hession Center, or you may attend the evening session from 6:00-7:00 p.m. in the Art Room. All parents are asked to park in the rear of the school and enter through door # 3.

Kindergarten: For this coming school year 2020-2021, we will be offering full-day Kindergarten with a class size limit of 27 students per class. Our school day runs from 7:50 a.m. to 3:00 p.m. If you have need, for an additional fee, we will offer our Beforecare and Aftercare service for all students.

Initial tuition costs are projected to be \$3,804 (\$317 per month over 12 months) for the full-day program - plus a one-time \$40 registration fee.

Pre-Kindergarten four-year-old Program: We will be offering two sections of five-day Pre-Kindergarten classes (A.M., P.M., or Full-day). Our morning program will run from 7:50 a.m. - 11:00 a.m. and our afternoon program will run from 11:50 a.m. - 3:00 p.m.

Initial tuition costs are projected to be \$1,908 (\$159 per month over 12 months) per half-day, or \$3,804 (\$317 per month over 12 months) for the full-day program - plus a one-time \$40 registration fee.

Our January registration for our Kindergarten and Pre-K 4 Programs is early enough to ensure that parish families of St. Charles Borromeo have a first opportunity to register their children. Please bring to registration:

1. A copy of your child's Social Security card, birth certificate and baptismal certificate.
2. We will also need a copy of your child's immunization record.
3. The registration fee is \$40.00 and is nonrefundable.

This is a very exciting time for our parents and young people. We want to ensure your child's school experience is a faith-filled, engaging, and supportive experience. I thank you for your time, and I look forward to seeing you at registration. If there are any questions or concerns, please do not hesitate to call me.

Sincerely,

Robert R. Sordelet, Principal

(over)

Order of registration priority will follow the established admissions guidelines as listed below:

ADMISSIONS - SCP 1023

St. Charles School shall follow and promote an open enrollment policy, accepting students according to Diocesan Policy (4010) and Parish guidelines. (Before acceptance all registration requirements and deadlines must be met.)

SPC1023 - Admissions Procedures

Per Diocesan Policy 4010, all students new to St. Charles Borromeo School must be administered a placement test before beginning school. Diocesan policy allows the use of ILearn test results and various standardized and local assessments to fulfill the placement testing requirements.

Classification A:

Families who are registered and actively involved at St. Charles Parish who presently have their baptized Catholic children attending St. Charles School.

Classification B:

Families who are registered and actively involved at St. Charles in order of parish registration date, who do not currently have children enrolled at St. Charles School. Parents from St. Charles parish would have priority for admittance to St. Charles depending upon their date of parish registration and their active and/or contributing support of their parish church.

Every registered family has a moral obligation to support their parish through the weekly offertory envelopes by donating to the Sunday collection as much as they can afford to cover the actual cost of educating a child. Tuition for St. Charles does not cover the full cost, the balance is subsidized by the parish of St. Charles. In addition, regular Sunday church attendance is required. Families must not only be registered in their parish, but be active members as well as participating in some of the programs of parish life.

Classification C:

If room permits, students whose parents are actively involved in other parishes may be admitted after March 1st. If a family is utilizing an Indiana Choice Scholarship (voucher), the student will be enrolled on the day of the annual voucher lottery if room permits. In the event of a voucher lottery, if there are more students applying than there are available enrollment spaces, then applying students must be enrolled in the order in which they are chosen in the lottery. This is a first-come first-serve system as required by State law.

Classification D:

If room permits, non-Catholic students may be admitted after March 1st. If a family is utilizing an Indiana Choice Scholarship (voucher), the student will be enrolled on the day of the annual voucher lottery if room permits. In the event of a voucher lottery, if there are more students applying than there are available enrollment spaces, then applying students must be enrolled in the order in which they are chosen in the lottery. This is a first-come first-serve system as required by State law. Character references from a minister or a school administrator may be required. If a student in this category is accepted into St. Charles, he/she may continue through graduation. Siblings, however, will be placed in Classification C.

Waiting Lists:

In the event that there is a waiting list for any grade, the following criteria will determine your placement on the list:

- A. Criteria are the same as the Admissions Guidelines.
 1. Regular attendance at Mass.
 2. Active participation in the parish.
 3. Dedication to Catholic education.
 4. Consistent financial support of the parish.

- B. When a family is offered an opening for a student and refuses, that student moves to the bottom of the list regardless of whether or not they have siblings.

Registration requirements are:

- A. Incoming students' records must be obtained before grade placement is finalized.
- B. Parents must complete and provide the registration form, immunization form, birth and baptismal certificate, payment of registration fee, & copy of current report card for grades K-8.