





# 2019-2020 St. Teresa of Avila School and Daycare Late Payment Policy

- ✓ All tuition and daycare payments are due by the 5th of each month. A fee of \$15.00 will be applied per payment for every 15 days a payment is late. A payment that is not paid within 75 days will result in the disenrollment of the student(s).

Late Fee Assessment Example (based on 12 Month Payment Plan)

Date	8/5/2019	8/20/2019	9/5/2019	9/20/2019	10/5/2019	10/20/2019
August Payment	\$ 225.00	\$240.00	\$255.00	\$270.00	\$285.00	\$300.00
September Payment			\$225.00	\$240.00	\$255.00	\$270.00
October Payment					\$225.00	\$240.00
Total Due to School	\$ 225.00	\$ 240.00	\$ 480.00	\$ 510.00	\$ 765.00	\$810.00

- ✓ It is our goal to help all families provide a Catholic Education for thier children. We understand that situations may arise that cause a family to have difficulty making a payment. Should this be the case, please make an appointment with the school principal so that arrangements can be made that can assist the family while not putting the school in financial jeopardy.

## CYFD Copayments

- ✓ All Copayments are due by the 5th of the month.
- ✓ As a certified CYFD childcare provider, St. Teresa Daycare is required to report all late and unpaid copayments to CYFD.
- ✓ Copayment amounts are set by CYFD. St. Teresa Daycare does not set copayment amounts and does not have the authority to adjust them.
- ✓ If a family is unable to make a CYFD copayment, or if the amount is creating a hardship for the family, the family can schedule an appointment with a CYFD caseworker to speak about adjusting the copayment amount.



# 2019-2020 St. Teresa School Family Fundraising and Booster Hours Acknowledgement

Family Name (Last Name) \_\_\_\_\_

Because the tuition and registration fees do not meet all costs of education, families are expected to meet the following fundraising and booster obligations:

## Fundraising and Booster Hour Requirements

\_\_\_\_\_ Fundraising Requirements: Sell one ticket per child attending Kindergarden - 8th grade for the Annual Lottery Event. Families will be charged for every ticket not sold.

Initial

\_\_\_\_\_ Fundraising Requirements: Sell one unit per family for each quarterly fundraiser. A unit will equal between \$40 and \$60 dollars. Examples: 2 tshirts, 1 box of candy, 4 books of raffle tickets, etc.

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\_\_\_\_\_ Each family is required to have 20 booster hours for the school year. These hours can be served during fundraising events, academic events, substituting at the school, chaperoning during field trips, donating items for events, coaching a team, maintenance projects at the school, doing a project with students in the classroom (Art, Music, PE, Reading, etc.), assisting the teachers and many more things. Unfulfilled booster hours will be charged at \$10 per hour.

Initial

## Family Event Booster Hour Requirements

learning and bonding in fun ways. These events usually require a lot of preparation, work during the event, and clean-up. In order to make these events enjoyable for everyone it is important to make sure the work is spread out among many people, instead of just falling on the shoulders of a small group of people. Therefore each family is required to fulfill 10 event booster hours per school year.

\_\_\_\_\_ The event booster hours cannot be bought out and donating items will not count towards these hours. Any family member or friend of the family can fulfill these hours. They can be filled by working school events including but not limited to: carnivals, golf tournaments, basketball tournaments, thanksgiving lunch, Christmas program, academic nights, Easter activities, paint nights and The Annual Lottery Event. Unfulfilled event booster hours will be charged at \$20 per hour.

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\_\_\_\_\_ Volunteer and booster hours must be met by the last day of the school year. The unfulfilled booster hours will begin to show on your invoice on May 1st of the current school year.

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\_\_\_\_\_ Financial assistance may require additional hours not included on this form.

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\_\_\_\_\_ Families have the option to buy out of the fundraising and booster hour obligations at a price of \$600 which is due on the first day of the school year, no exceptions. This does not include the event booster hour requirements, which cannot be bought out.

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\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office Signature

\_\_\_\_\_  
Date Received

**Thank you for choosing to be a part of Catholic Education!**

This form is an acknowledgement that I have been notified of the booster and fundraising requirements.