



St. Thomas More Catholic School

"Excellence in Education"

January 27, 2019

Dear Parents,

Thank you for your interest in Saint Thomas More School.

To complete registration, the following items need to be provided:

- Registration application
- Original Birth Certificate
- Baptismal Certificate (if Baptized)
- Immunization Records (must be current)
- Most Recent Report Card (Kindergarten – 8th)
- Pre-school Progress Report

Once all information is complete, we will inform you of your child's assessment date (if needed). There is a \$50.00 non-refundable testing fee. During the assessment, we will meet with the parents to acquaint you with school policy and address any questions about the curriculum and philosophy. If all requirements are met, you will receive a letter regarding your registration status.

If your child is accepted, you will be asked to come to the school office to complete necessary forms, pay the non-refundable registration fee of \$250.00, and to register with FACTS for automatic tuition withdrawal. Our handbook is posted on our website and is updated as needed. The school contract will be given to you at the beginning of the school year.

All fees charged at St. Thomas More School are listed in this information packet.

In order for us to prepare for the coming school year, we advise you to return the registration application and documents as soon as possible.

Thank you again for registering your child at St. Thomas More School.

Sincerely,

Mrs. Judith Jones & Mrs. Raisa Quiñones
Administrator



ST. THOMAS MORE CATHOLIC SCHOOL 2019 - 2020 APPLICATION FORM

Date: _____

Grade _____ Sex: F ___ M ___

Child: _____
Last Name) (First Name) (Middle)

Home Address: _____

City/Zip: _____

Phone: (_____) _____ E-Mail Address: _____

Birthdate: _____ Birthplace: _____ SSN: _____

Fathers's Name: _____ SSN: _____

Religion: _____ Occupation: _____ Name of Emp: _____

Phone: _____ Cell Phone #: _____

Mother's Name: _____ SSN: _____

Religion: _____ Occupation: _____ Name of Emp: _____

Phone: _____ Cell Phone #: _____

Name(s) of Children currently attending S. T. M. _____

Number of Children in Family: Boys: ___ Girls: ___

Parish in which you **CURRENTLY** reside in: _____

School Transferred from: _____

City/State/Zip: _____

HOME ENVIRONMENT: Language spoken at Home: _____

Parent(s) are: ___ Married ___ Divorced ___ Single ___ Legally Separated

Child Living with: ___ Mother & Father ___ Mother Only ___ Father Only ___ Mother & Stepfather
___ Father & Stepmother ___ Guardian

Do you or your children have Internet Access? (Yes No) Do your children have access to e-mail (Yes No)

HOW DID YOU HEAR ABOUT ST. THOMAS MORE: Referred by: _____

Advertisement ___ Driving by School ___ Live in the Parish ___ Which Newspaper _____

ST. THOMAS MORE SCHOOL FEES FOR 2019 - 2020

Testing Fee Per Child	\$50.00	Due at the time of Application. Non-Refundable
Registration Fee Per Family	\$250.00	Due when child is accepted. Non-Refundable
Re-Registration Fee Per Family	\$200.00	For Families who have children currently enrolled and have re-registered before the deadline set by the Administration. Non-Refundable
Material & Supply Fee Per Child	\$375.00	Pays for book rental, consumable books, student activities, equipment, computer supplies, correspondence materials, paper and art supplies, Earthquake supplies, insurance, etc. Non-Refundable . This amount may also be included in the monthly FACTS payment.
Graduation Fee	\$375.00	8th Grade Parents Only
Mandatory Parent Meeting	\$25.00 Missed Meeting Fee	There are two Mandatory Parent Meetings per year (Back to School Night and the last Parent Meeting of the year - May timeframe). A \$25.00 missed meeting fee will be assessed if you are not in attendance.
Fundraising	\$500.00	\$500.00 profit to the school. Buyout is also available
Service Hours	Buyout Available	All Families are required to volunteer 30 Hours or \$300.00 Buyout. (2 hours missed meeting fee at \$25 each hour and 3 hours missed spring festival at \$25 each hour) All Service Hours are due by May 25, 2020. A \$10.00 fee is assessed for remainder of 25 incomplete hours after this date.
Morning Care	\$4.00 per Child or \$5.00 per Family	Morning Care Hours are from 6:30 AM - 7:45 AM
After School Care	\$185.00 per month	After School Care runs from after school until 6 PM. Children not picked up by 3:15 PM Tuesday-Friday or 2:15 PM on Monday will be directed to after school care and a \$12.00 drop in fee will be assessed.

YEARLY TUITION RATES FOR 2019 - 2020

<u>Grades K-8</u>	<u>In-Parish</u>	<u>Requirements</u>
1 Child	\$4,911.00	To receive the In-Parish Tuition discount, school families must attend Mass at St. Thomas More church and support the Parish by using the assigned Parish envelopes, with a reasonable donation throughout the year. Our Pastor has requested that donations equal or exceed the difference between In-Parish and Out of Parish which is \$955.00 per year. If families are not meeting these requirements, they will be billed the Out of Parish Tuition rate.
2 Children	\$8,933.00	
3 Children	\$12,710.00	
<u>Grades K-8</u>	<u>Out of Parish</u>	
1 Child	\$5,865.00	
2 Children	\$9,927.00	
3 Children	\$14,073.00	

Tuition Assistance is available through the Catholic Education Foundation. Applications for the Catholic Education Foundation Tuition Assistance are available in the School Office.

ADMISSION POLICY

This Parish Elementary School in the Archdiocese of Los Angeles, mindful of its mission to be a witness to the love of Christ for all, admits students regardless of race, color or national and/or ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at this school.

The pastor and principal are responsible for determining the admission of students to St. Thomas More Catholic School. The school will strive to have Catholic education accessible to as many students as possible, both with its educational programs and financial considerations; however, it may be limited in its abilities to serve the educational needs of some students. No student shall be denied admission because of race, color, national and/or ethnic origin. However, priority for acceptance is as follows:

1. Preferences shall be given to active members of the parish.
2. Siblings of students enrolled in the school
3. Catholics Out of Parish
4. Non-Catholics

Children will be welcomed at St. Thomas More Catholic School if they have a record of acceptable behavior and can maintain the academic program of the school. The application process involves an assessment of the child's academic readiness, a parent orientation with the principal, and receipt of all required documents and a review of previous report card. New students are considered on probation for the 1st trimester.

Assurance of parental cooperation and support of the signed contract is an essential factor in the acceptance of the students into St. Thomas More Catholic School each year. This includes the obligation to meet tuition payments on schedule and to comply with the policies in the handbook as well as the policies related to service hours and fundraising.

It is understood that the limited resources of archdiocesan schools may make it impossible to reasonably provide an appropriate educational environment for students needing additional support.

The needs of each student applying for admission must be considered. The principal will make the final decision about initial admission and continued enrollment in the school.

STATEMENT OF PHILOSOPHY

We at St. Thomas More Catholic School participate in the Church's mission of education by providing a Catholic environment of Christian life and learning. We strive to integrate the Gospel values in our daily lives and encourage our students to grow in their relationships with God, in their self-esteem and in their respect for one another.

Recognizing the uniqueness of each child, we strive to provide an educational program, which directs the students to become responsible individuals and to live full lives through the integration and sharing of Christian values, experiences and knowledge.

Acknowledging parents as the primary educators of their children, we assist by providing an environment that will nourish the faith development of each person.

Our purpose is to foster the growth of the whole person. Through religious, intellectual, psychological, social, physical and aesthetic development, the full human potential of each individual may be attained.

SCHOOL CURRICULUM

The curriculum in all schools of the Archdiocese of Los Angeles is developed and based on the Common Core State Standards and California State Standards in specific academic areas along with the integration of Gospel values. St. Thomas More Catholic School's curriculum builds on and enhances the Archdiocesan curriculum/standards, and strives for a well-balanced curriculum by considering factors such as individual needs, instructional organization, strengths of the faculty, and current research.

Instruction is given in the core areas of Religion, Math, Social Studies, Science, and Language. In order to educate the whole student, classes in Music, Spanish, Physical Education, Art and Technology are incorporated across the curriculum. Accelerated Reader is a computer program that helps teachers manage and monitor children's independent reading practice.

Standardized tests (STAR) are administered four times a year in Kindergarten through 8th grade in order to assess academic standing and project the needs of the students. A.C.R.E. (Assessment of Catechesis Religious Education) is administered to all fifth and eighth grade students once every year.

Extracurricular activities may include a variety of sports teams, academic decathlon, speech and debate, chess club, musical instrument lessons, liturgical dance, student government, and robotics club.

KINDERGARTEN

California State Law requires that children entering Kindergarten be **five (5) years** old by **September 1** of the year they enter school. It is also expected that they have had some per-school experience in order to prepare them to enter into a new environment.

Kindergarten Curriculum

Religion is taught daily. Children are taught about the beauty of God's creation and how special each person is in this creation. They are taught how special each one of them is in God's Plan. They are taught to memorize certain prayers that are said daily in the classroom and at outdoor assemblies.

Based on Common Core Standards, the Language Arts curriculum includes identifying both upper and lower case letters, developing phonemic awareness, identifying rhyming words and understanding the concepts of print (D'Nealian Handwriting). Children then progress from letters to combining letters to make words and from making words to writing sentences. They begin to write short sentences independently and interactively using known words and inventive spelling. Children are also taught to comprehend and interpret reading materials appropriate to grade level as well as to build a beginning vocabulary. This is accomplished in the classroom and reinforced by using the Chromebooks / Computer Lab twice a week. Another integral part of the language curriculum is helping the children develop speaking and listening skills in order to communicate effectively.

Mathematics is presented to the children in many ways using Common Core Standards. The children progress from identifying small numbers and larger numbers, counting, working with number patterns, identifying geometric figures and developing number sentences. Children use manipulatives to work out some of the Math problems. They also have a chance to work with pattern blocks and other manipulatives as needed.

The Social Studies and Science Curriculum introduces the children to all aspects of our environment, famous people and Holidays as well as many interesting things that God has put on this earth to help us. Children are taught proper care of God's earth and their surroundings. They are taught to care for themselves, and be responsible to eat healthy foods and develop strong healthy bodies.

The children have daily singing and physical activities to develop their muscle control so that they may better achieve in the classroom and outside. Discipline is used to foster self-esteem and social responsibility to ensure that all students develop an appreciation for themselves and others.

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FACTS TUITION PAYMENT

For the 2019-2020 School Year, families can pay their tuition in one of two ways:

Full Payment of Tuition by the 1st day of school, including books, will receive \$100 discount on fundraising or waive their service hours. This payment is to be made directly to the school office.

Automatic Payments through FACTS Payment Plan. Payments can be made for nine months (September – May), ten months (August – May), eleven months (July – May) or twelve months (July – June). Payments can be made either the 5th and/or the 20th of the month. This method of payment will also be used for **bi-yearly payments** (first payment due on 9/20/19 with the second payment due on 1/20/20). Please note that there is a **\$48 fee** (for plans 3 – 12 months) once a year to budget through FACTS. Please note that if your payment is NSF, FACTS will collect \$30 per missed attempt from your bank account.

If you budget through FACTS, your bank will automatically make the payments on your behalf to the bank used by FACTS. It is important to note that FACTS Management and the school never see your bank account or have any direct access to your account.

In deciding the above tuition policy and the FACTS Payment Plan, we did what we believe to be best for the school. We have used FACTS for sixteen years and have been happy with its success. It has greatly increased the financial stability of our school.

Your registration, fundraising moneys, etc., will continue to be collected through the School office. If you would like to include your Fundraising Buyout or your After School Care Fee in your FACTS, please let the School Office know before we electronically finalize your form through FACTS Management. **Only Tuition and Books and the \$48.00 fee will be collected through FACTS unless advised otherwise.**

PARENTS' GUIDE TO IMMUNIZATIONS REQUIRED FOR SCHOOL ENTRY



Starting July 1, 2019

Students Admitted at TK/K-12 Need:

- **Diphtheria, Tetanus, and Pertussis (DTaP, DTP, Tdap, or Td) — 5 doses**
(4 doses OK if one was given on or after 4th birthday.
3 doses OK if one was given on or after 7th birthday.)
For 7th-12th graders, at least 1 dose of pertussis-containing vaccine is required on or after 7th birthday.
- **Polio (OPV or IPV) — 4 doses**
(3 doses OK if one was given on or after 4th birthday)
- **Hepatitis B — 3 doses**
(Not required for 7th grade entry)
- **Measles, Mumps, and Rubella (MMR) — 2 doses**
(Both given on or after 1st birthday)
- **Varicella (Chickenpox) — 2 doses**

These immunization requirements apply to new admissions and transfers for all grades, including transitional kindergarten.

Students Starting 7th Grade Need:

- **Tetanus, Diphtheria, Pertussis (Tdap) — 1 dose**
(Whooping cough booster usually given at 11 years and up)
- **Varicella (Chickenpox) — 2 doses**
(Usually given at ages 12 months and 4-6 years)

In addition, the TK/K-12 immunization requirements apply to 7th graders who:

- previously had a valid personal beliefs exemption filed before 2016 upon entry between TK/Kindergarten and 6th grade
- are new admissions

Records:

California schools are required to check immunization records for all new student admissions at TK/Kindergarten through 12th grade and all students advancing to 7th grade before entry. Parents must show their child's Immunization Record as proof of immunization.