

# ST. FELIX CATHOLIC SCHOOL

*'Experience the Difference'*

*We are a Catholic, Christ-centered school dedicated to lifelong learning where students are encouraged to develop spiritually, academically, socially, and morally.*



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## Welcome to St. Felix Catholic School

We thank you for taking the time to learn about St. Felix Catholic School as you search for the right learning environment for your child. We would like to share with you some of the reasons St. Felix Catholic School is the right place for your family.

At St. Felix Catholic School, we are committed to the education of the whole child and recognize that you, the parents, are their first educators. Our mission is a Catholic, Christ-centered school dedicated to lifelong learning where students are encouraged to develop spiritually, academically, socially and morally. St. Felix recognizes the importance of a strong working relationship between home and school. We pledge to work with you to provide your child with opportunities to develop and grow spiritually, academically, and emotionally.

At St. Felix Catholic School, we believe that the best environment for learning is one that is nurturing and supportive. Our Preschool program begins the foundation for 3-year-olds to learn about school and start gaining independence. Our Kindergarten Readiness Program helps our 4-year-old students enter Kindergarten with social-emotional, intellectual, and behavioral skills that are necessary to be successful learners. Our Kindergarten through 6<sup>th</sup> grade classrooms provide an environment where children are encouraged to explore independently, work together in small groups, and learn directly from a teacher. It is through these meaningful learning experiences that children develop their own special qualities and accept different qualities in others. Our classroom teachers and staff are committed to working with each child to help them reach their greatest potential.

We are pleased that you are considering St. Felix Catholic School for your child's education. This folder was created to help prepare your child and family for these new experiences. We hope that you find it useful and informative and we welcome any questions that you may have regarding St. Felix Catholic School. We look forward to getting to know you and your child as we embark on this journey together.

God Bless,

A handwritten signature in black ink that reads "Eric Sonnek".

Eric Sonnek  
Principal,  
St. Felix Catholic School



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Dear Parents,

Thank you for entrusting your child(ren) with us. We pledge to continue to move St. Felix Catholic School forward both spiritually and academically.

Please return your registration form, tuition agreement form, and registration fee to the school office by **April 19, 2024**.

After much discussion with the St. Felix Catholic School Board and with St. Felix's Parish Finance Council, the following tuition rates and registration fees were set for the 2024-2025 school year.

Registration fee for a family is \$75

Registration fee after April 19, 2024 for a family is \$125

The 2024-2025 Tuition Scale is:

### Preschool and Kindergarten Readiness Program

<u>Days of the Week</u>	<u>Times</u>	<u>Cost/Year</u>	<u>Cost/Month</u>
3-Day T-W-Th	8 am to 11 am	\$1,500	\$150
3-Day T-W-Th	8 am to 3 pm	\$2,800	\$280
5-Day M-T-W-TH-F	8 am to 11 am	\$2,350	\$235
5-Day M-T-W-TH-F	8 am to 3 pm	\$4,500	\$450

### Kindergarten - 6<sup>th</sup> Grade

<u>K through 6<sup>th</sup></u>	<u>Yearly</u>	<u>10 monthly payments</u>
One Student	\$3,300	\$330
Two Students	\$5,600	\$560
Three or more students	\$7,900	\$790

If you feel that you will need a tuition scholarship next school year, we have included an application packet. We can make arrangements to help those in need, and this request is kept confidential.

We look forward to serving your family during the 2024-2025 school year. If you have any questions, please contact me at school by phone 651-565-4446 or email [esonnek@stfelixschool.org](mailto:esonnek@stfelixschool.org).

God Bless,

Eric Sonnek

St. Felix Catholic School Principal



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## 2024-25 Registration Form - Preschool through 6<sup>th</sup> Grade

We ask that you fill out this registration form and return it with your registration fee to school by **April 19, 2024**. We use the class numbers to order books and determine class size and class needs. Please include your registration fee and the attached Tuition Agreement Form for 2024-25. If you would like to have automatic payments (ACH), please include those forms as well when returning your registration form. Thank you for your commitment to Catholic Education!

Returning Family

New Family

Dad's Name: \_\_\_\_\_

Mom's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Dad's Cell Phone: \_\_\_\_\_

Mom's Cell Phone: \_\_\_\_\_

Dad's Work Phone: \_\_\_\_\_

Mom's Work Phone: \_\_\_\_\_

Dad's Email: \_\_\_\_\_

Mom's Email: \_\_\_\_\_

The name(s) of my child/children, their dates of birth, and their grade for the upcoming 2024-25 school year:

Preschool & Kindergarten Readiness Select 3/5 Full/Half Days

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Grade: \_\_\_ 3 Half Days \_\_\_ 5 Half Days \_\_\_ 3 Full Days \_\_\_ 5 Full Days \_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Grade: \_\_\_ 3 Half Days \_\_\_ 5 Half Days \_\_\_ 3 Full Days \_\_\_ 5 Full Days \_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Grade: \_\_\_ 3 Half Days \_\_\_ 5 Half Days \_\_\_ 3 Full Days \_\_\_ 5 Full Days \_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Grade: \_\_\_ 3 Half Days \_\_\_ 5 Half Days \_\_\_ 3 Full Days \_\_\_ 5 Full Days \_\_\_

Are you a member of a Catholic Parish? \_\_\_ Yes \_\_\_ No If yes, which Parish? \_\_\_\_\_

- Registration Fees
  - Please submit \$75 per family registration fee before April 19, 2024, after April 19<sup>th</sup> submit \$125 fee
- Registration fees are not included in tuition and are not refundable.

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Eric Sonnek, Principal  
esonnek@stfelixschool.org  
www.stfelixschool.org

St. Felix Catholic School  
130 East Third Street  
Wabasha, MN 55981

Phone: 651-565-4446  
Fax: 651-565-0244  
mainoffice@stfelixschool.org

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## St. Felix Catholic School Tuition Agreement Form 2024-25 School Year

We thank you for choosing St. Felix Catholic School as the institution where you want your child educated. We look forward to working with your child(ren) and you as the school year progresses. Please understand that this tuition agreement is a spiritual and financial contract between you and the school. We are committed to doing the absolute best for your child(ren); we ask that you commit yourself prayerfully and financially.

Please note that tuition is billed in full on July 25<sup>th</sup>, 2024 for the 2024-2025 school year. Our expectation is that you will pay, *at a minimum*, 1/10 of your total tuition every month between August and May. You do, of course, have the option of paying more per month if you prefer to be paid up by the end of the school year. **All accounts must be paid in full, including lunch and other fees prior to May 31<sup>st</sup> of each school year.**

**Scrip Requirement:** To assist families with their tuition and to add to the general school fund, all school families are required to participate in the Scrip program. Each family must purchase or have friends/family purchase in their name \$500 worth of Scrip from June 1, 2024 to May 31, 2025 for the 2024-25 school year. If the Scrip commitment is not met by May 31, 2025, the family is required to pay an additional \$100 fee by June 30, 2025.

**St. Felix Support Requirements:** St. Felix Catholic School is requiring parents to fulfill at least 10 hours of school support and to help out with one event/activity associated with the annual Fall Festival. You may opt out of school support hours for a fee of \$250. Saint Felix Catholic School will provide opportunities for parents to support our school through many different ways throughout the year.

### General Information:

- Statements for tuition, lunch and other fees are mailed on the 25<sup>th</sup> of each month with payment due by the 5<sup>th</sup> of the following month (1/10 of tuition & full payment of monthly lunch/other fees).
- Your final monthly installment for the 2024-25 school year will be reduced by any Scrip tuition credits earned throughout the school year.
- If \$500 in Scrip is not purchased during the year an additional \$100 fee will be added to your account.
- If the above plans pose a hardship for you, please contact the principal. Tuition scholarships are available.
- If you need to deviate from your chosen plan during the school year, you are required to contact the principal to make an alternative plan.
- Failure to meet tuition and lunch/other fees payment requirements after 60 days will result in the administration contacting you to arrange a meeting between you and school officials.

**Overdue Payments and Late Fees:** St. Felix Catholic School relies on tuition collection for 20% of the budget to provide quality Catholic education to our students. Therefore, when tuition payments become delinquent, it affects the successful operation of the school system. Tuition scholarships are available. If family circumstances change to such a degree that it warrants re-evaluation for the tuition and fees commitment, it is the responsibility of the family to contact the principal to make alternative payments agreements. When tuition and lunch/other fee payments are not made as scheduled, the following steps will be taken:



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## St. Felix Catholic School Tuition Agreement Form 2024-25 School Year (Continued, page 2)

1. **30 days past due** - The family account is considered past due when the account is 30 days beyond the scheduled payment due date under the agreement established with St. Felix Catholic School. It is the responsibility of the family to contact the Principal to correct the situation or make an alternative plan.
2. **60 days past due** - The following steps will be taken when the account is 60 days past the payment schedule:
  - a. Family shall receive written notification that their account is past due with a copy of this policy.
  - b. If the family has not made a payment or contacted the St. Felix Catholic School Principal within 15 days of the notice to make alternate payment arrangements, a \$25 late fee will be added to the family account balance.
3. **90 days past due** - When the family account is 90 days beyond the scheduled payment due date under this agreement, the following steps will be taken in addition to the above steps:
  - a. Students will not be permitted to pre-register or return for the following academic year until the balance is paid in full or an acceptable alternate payment plan in writing is in place.

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### Tuition:

The 2024-2025 Tuition Scale is:

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## St. Felix Catholic School Tuition Agreement Form 2024-25 School Year (Continued, page 3)

Please read through the different payment plans available. You will still need to make additional lunch/other fee payments in addition to the tuition. We ask that you select the plan that best fits your financial planning and **return this form with your registration, fees, and any other applicable forms by April 19, 2024.**

Children's first name & grade: \_\_\_\_\_

Children's first name & grade: \_\_\_\_\_

Children's first name & grade: \_\_\_\_\_

Children's first name & grade: \_\_\_\_\_

Total Yearly Tuition Amount: \$ \_\_\_\_\_

\_\_\_\_\_ Payment in full at the beginning of the school year (payment made prior to August 15, 2024)  
If you choose this option you may deduct \$25 from your payment as an early payment discount as well as any Scrip tuition credits earned to date. This early payment discount only applies to grades kindergarten through 6<sup>th</sup> grade; preschool and pre-k is not included. Please contact the school office for the amount of your payment if you choose this option.

\_\_\_\_\_ Monthly Electronic Fund Transfer (10 times, August 5, 2024 through May 5, 2025)  
*You must complete a bank authorization form and return it with this agreement*

\_\_\_\_\_ **Monthly cash or check payments** (10 installments August 2024 through May 2025)  
**Payment is due by the 5<sup>th</sup> of each month to avoid late fees**

A substantial amount of your child's tuition comes from parish fundraisers and subsidies. Therefore, it is also important that all of our parents help by giving of their time, talent, and resources to support our various school and parish fundraisers throughout the year.

By signing this tuition agreement, you are committing to a payment plan that will be honored by you and the school unless other arrangements are made in writing with the Principal.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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## 2024-25 Tuition Direct Payment Authorization Form

We are pleased to offer you the Direct Payment Plan where you can have your tuition payment deducted automatically from your checking or savings account. You authorize regularly scheduled payments to be made from your account, then just sit back and relax. Your payments will be made automatically on the 5<sup>th</sup> of each month from August through May.

### PLEASE COMPLETE THE INFORMATION BELOW

I (we) \_\_\_\_\_ hereby authorize St. Felix Catholic School to initiate debit entries to my:

Checking Account    OR     Savings Account

for payment as indicated below, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. Any overdraft fees will be added to your account.

### **Tuition**

Monthly Amount: \$\_\_\_\_\_ in 10 monthly installments starting August 5, 2024 and ending May 5, 2025

OR

One Annual Total Amount: \$\_\_\_\_\_ in one installment on August 5, 2024

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Financial Institution Name: \_\_\_\_\_

Routing Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

### **PLEASE ATTACH A VOIDED CHECK FOR VERIFICATION OF ALL FINANCIAL INSTITUTION INFORMATION**

This authority will remain in effect until I have cancelled it in writing.

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**Signature**

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**Date**

