



February 3, 2023

Dear Resurrection-St. Paul School Parents and Guardians:

In the 2022-23 academic year, RSPS is celebrating 100 years of successful Catholic education. As we emerge from the challenges of the pandemic, and deal with the temporary inconveniences of the construction at the Church of the Resurrection, we have hope that RSPS will continue to serve our school's families through a second century!

This academic year, the school has applied for and received grants of over \$350,000 that have increased security and provided educational equipment such as the BenQ boards – improvements that would otherwise have required increases in tuition. Additionally, as Principal Ryan Hellem has recently announced, at its January meeting, the School Board approved his recommendation to fund the replacement of our aging playground equipment and a new playground area for our youngest students, both of which will happen over the summer. This was made possible by good financial management by the school administration over the last couple of years, and is already paid for.

At its January meeting, the School Board, with input from the school's administration and upon the recommendation of the Board's Finance Committee, approved the operating budget and tuition prices for the 2023-2024 school year. The budget includes funding for one new faculty position, a middle school ELA teacher, which the school was unable to fill in the 2022-23 school year.

The Archdiocese of Baltimore requires that all schools develop a balanced budget for each school year, which cannot take advantage of retained earnings from prior years. The current economic environment continues to present challenges. As I am sure all of you are aware, inflation rates in our country are higher than they have been in decades. Although there are many elements in the school budget, the driving factors each year are expenses for salaries and benefits, and income from tuition. We must continue to provide salaries that are both just and sufficiently competitive in the marketplace to attract and retain qualified faculty and staff aligned with the school's mission.

Attached are the tuition prices for the 2023-24 school year. They are 4% higher than for the current year, a rate of increase that is higher than we have been able to achieve in recent years. We are hopeful that economic conditions and inflation rates will improve in the coming year to allow for a return to more reasonable increases in tuition prices in the future. The School Board is committed to continuing to seek additional sources of income to support our school as we move into its second century, and we appreciate the volunteer involvement of RSPS school parents in activities that support the school, as well as the tuition assistance provided by parishes that support their families who qualify.

Working together, we are building on a 100-year legacy of preparing our children for their future. Thank you for your continued support and trust. Your feedback is always welcome by sending an email to me at [schoolboard@resstpaul.org](mailto:schoolboard@resstpaul.org).

Sincerely,

A handwritten signature in cursive script that reads "Jim Coolahan".

Jim Coolahan  
Chairperson, Resurrection-St. Paul School Board



## 2023-2024 Tuition Policies

The School Board determines both Catholic and Other Faith tuition rates annually. Resurrection-St. Paul School complies with the Archdiocesan tuition guidelines and sets tuition for each child “at cost.”

### Tuition Rates

Tuition Rates per Grade	One Time Payment Discount Catholic Rate	Bi-Annual Payment Discount Catholic Rate	Ten Month Payment Plan * Catholic Rate	One Time Payment Discount Other Faith	Bi-Annual Payment Discount Other Faith	Ten Month Payment Plan * Other Faith
K-8	\$8,485	\$8,660	\$8,835	\$9,665	\$9,795	\$9,995
Pre-K 3 & 4 Full Day	\$9,940	\$10,065	\$10,255	\$11,165	\$11,310	\$11,535
Pre-K 3 & 4 5 Half Days	\$6,165	\$6,235	\$6,360	\$6,855	\$6,955	\$7,090
Pre-K3 Only 3 Full Days	\$6,165	\$6,235	\$6,360	\$6,855	\$6,955	\$7,090
PK3 only 2 Full Days	\$4,110	\$4,160	\$4,240	\$4,580	\$4,640	\$4,725
PK3 only 3 Half Days	\$3,825	\$3,870	\$3,945	\$4,215	\$4,270	\$4,360
PK3 2 Half Days	\$2,550	\$2,585	\$2,630	\$2,815	\$2,850	\$2,905

\*(10 payments are only available if enrollment is processed prior to May. For each subsequent month after the May enrollment date please deduct one available month for payment.)

## Discounts

**Catholic Family Discount** – Through the Special Assessment for Catholic Schools, every parish within the Archdiocese of Baltimore supports Catholic Education based on the generosity of their parishioners. It is through this generosity that our Catholic Families are afforded a discounted rate on tuition, as they are most often the direct supporters of this special assessment and contribute specifically to their parishes and the entire Archdiocese.

**Multi-Child Discount** – Families with three or more children enrolled in the school will receive a 10% discount on tuition for the third and subsequent children.

**One Time Payment Discount** – Families paying tuition in full do so at a discounted rate. Please see the Tuition Rate chart for specific amounts.

**Bi-Annual Payment Plan Discount** – Families paying tuition in two installments do so at a discounted rate. Please see the Tuition Rate chart for specific amounts.

**Referral Discount** – Current families referring a new family to the school may receive a \$500 tuition discount per family based on the enrollment of the new family in grades K-8. The referral discount will be applied to the referring family's October tuition payment for the current school year. If the referring family has paid their tuition in full under the One Time Payment Plan, the referral discount will be applied to the following year's tuition.

## Tuition Payment Plans

At the time of acceptance or re-enrollment, a tuition deposit in the amount of \$200 per child is required along with a selection of one of three payment plans offered. The \$200 deposit is applied directly to your tuition obligation, and the remaining balance is applied to the tuition payment plan chosen in FACTS.

**10 Month Payment Plan** – Ten equal payments of tuition on a monthly basis beginning in May and ending in February. (10 payments are only available if enrollment is processed prior to May. For each subsequent month after the May enrollment date, please deduct one available month for payment.)

**Bi-Annual Payment Plan** – Two payments of one-half of tuition which are due in May and November.

**One Time Payment** – Payment in full due in May.

Families have the ability to choose from several different due dates that would be convenient to their financial situation. Due date options: The 5<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup>, 25<sup>th</sup> or last day of the month.

## FACTS Tuition Management

Resurrection- St. Paul School, per the Archdiocese of Baltimore Catholic Schools Tuition Policy, requires all families to pay tuition through FACTS Tuition Management. The 10 Month Payment Plan option and the Bi-Annual Payment Plan require payment to be made via ACH debit or credit card. Check payments are not accepted. If the One Time Payment option is chosen, payment may be made via check, ACH debit or credit card. Please note that an additional processing fee of 2.95% is charged for credit card payments. To avoid the additional 2.95% processing fee, simply set your account up using an ACH draft from a checking or savings account instead of using a credit card number.

A processing fee of \$30.00 will be charged by FACTS for any returned payments.

## Delinquency

A tuition payment is considered late on the 10<sup>th</sup> day after a payment due date. A late fee of \$35 will be added to the tuition account. Late fees will continue to accrue each month for a payment that is past due.

Resurrection-St. Paul School recognizes that delinquencies may happen from time to time due to extenuating circumstances. If a family finds themselves in a financial hardship they are **strongly** encouraged to contact the Business Manager who may be able to offer:

- Change in payment dates
- Extension of payment periods
- Re-allocation of payment amounts

Resurrection –St. Paul School reserves the right to refuse admittance to class, withhold progress reports and transcripts, and/or shut off PowerSchool parent access when the family fails to meet payments satisfactorily or make a financial arrangement mutually agreeable to both parties. No progress reports or transcripts will be issued for any family whose financial obligations are not met. Additionally, admission for each trimester is conditional on satisfactory compliance with all financial obligations. Failure to meet all financial obligations in a timely manner may result in a student being removed from his/her class list for the upcoming academic trimester. The school reserves the right to withhold all student records (with the exception of Health Records) until accounts have been paid in full. Since individual student accounts are invoiced on a family basis, these policies will affect each child in the family, therefore; if an out-going student leaves a balance due, the younger siblings will not be admitted to school until the outgoing student's balance is paid in full. No enrollment will be permitted in any other Archdiocesan school while there are tuition and/or fees outstanding. Once tuition obligations have been met, a student may be re-admitted on a space available basis.

## Withdrawals

Upon acceptance of a student by Resurrection-St. Paul School and the execution of a tuition contract, the full year's tuition shall be considered payable. If a student should leave Resurrection-St. Paul School for any reason during the school year, Resurrection – St. Paul School will release the tuition obligation based upon the following schedule for Grades PK3 – 8<sup>th</sup> grade:

### **Grades PK3 - 8**

#### **Academic Year 2023-2024**

#### **% of Release of Tuition Obligation**

Prior to May 20 <sup>th</sup>	100% (less non-refundable tuition deposit)
Prior to July 1 <sup>st</sup>	90% (less non-refundable tuition deposit)
Prior to the first day of school	75% (less non-refundable tuition deposit)
Prior to November 1 <sup>st</sup>	50% (less non-refundable tuition deposit)
November 1 <sup>st</sup> or after	0%

**PK3 – Potty Trained Exception:** The schedule below was created to accommodate students who are not yet potty-trained at the time of enrollment. This policy applies ONLY to PK3 students where the school has been notified that the student is not full potty trained during the enrollment process. Please note that a student may NOT start school until they are fully potty trained. If the student is not fully potty trained at the start of the school year, Resurrection-St. Paul School will work with the family with the ultimate goal of the PK3 student starting school by October 1<sup>st</sup>. If the family chooses to withdraw the student because they are not fully potty trained, the following schedule applies unless RSPS is able to immediately fill the spot with a waitlisted student. If the spot is filled, the school will release the family of 100% of the tuition obligation, however; the \$200.00 tuition deposit is non-refundable.

### **PK3 ONLY – Potty Trained Exception**

#### **Academic Year 2023-2024**

#### **% of Release of Tuition Obligation**

Prior to May 20 <sup>th</sup>	100% (less non-refundable tuition deposit)
Prior to July 1 <sup>st</sup>	100% (less non-refundable tuition deposit)
Prior to the first day of school	90% (less non-refundable tuition deposit)
Prior to October 1 <sup>st</sup>	90% (less non-refundable tuition deposit)
Prior to November 1 <sup>st</sup>	75% (less non-refundable tuition deposit)
November 1 <sup>st</sup> or after	0%

**Tuition Deposit:** The \$200.00 tuition deposit that is paid at the time of reenrollment or enrollment is non-refundable.

Release of tuition obligation is contingent upon Resurrection-St. Paul School receiving written notice prior to the student's actual departure date. Release of Obligation will be determined based on the actual departure date.

## Grant and Aid

**Church of the Resurrection and St. Paul Church Grant and Aid** - Parish grant and aid is available for registered, practicing parishioners of the Church of the Resurrection and St. Paul Church. All funds available for grant and aid come from your fellow parishioners and is meant to benefit parish families. Please note the eligibility requirements listed below:

- Student must be registered in grade K-8. Pre-School is not eligible for Grant and Aid
- At least one parent/guardian must be a practicing Catholic
- Weekly Mass attendance and a pattern of giving at the Parish must be demonstrated
- Must be a registered, practicing parishioner for one year prior to applying for grant and aid
- No one student is eligible for more than half the cost of tuition

**Other Parish Grant and Aid**- All parishes in the Archdiocese of Baltimore contribute to the Archdiocese of Baltimore School Fund. If you are a registered parishioner at a Parish other than Church of the Resurrection or St. Paul Church, we ***strongly*** recommend you meet with your pastor to discuss the possibility of grant and aid. We have found many parishes are willing to support their parishioners in obtaining a Catholic education for their child(ren).

**Archdiocesan Grant and Aid**- Archdiocesan tuition grant and aid is available to registered parishioners of any Catholic church in the Archdiocese of Baltimore. A financial grant may apply to each student, so a family with several children in the school, or in various Catholic schools in the Archdiocese could receive a grant for each child. Archdiocesan tuition assistance generally comes from two funding sources: the Partners in Excellence Program and the Archdiocese of Baltimore School Fund. The Archdiocese is also contracted with FACTS Grant & Aid so each family need only apply for grant and aid once. All applications will be reviewed by the Archdiocese to determine which families may also qualify for Archdiocesan aid. Grants awarded by the Archdiocese are renewed annually for the child's entire K-12 Catholic education as long as the family is still eligible.

**Completed FACTS Grant & Aid applications must be received and completed no later than February 28th annually in order to be considered for tuition assistance.** All awards are contingent upon a completed FACTS Grant & Aid application with all required documentation submitted by the due date. A FACTS Grant and Aid application fee of \$35.00 will be charged when completing the application.

**Welcome Grant** - This Grant is available to new students coming to Resurrection-St. Paul School from public school. It is only available to incoming students entering grades 2<sup>nd</sup>-6<sup>th</sup>. **There are a limited number of grants available.** Grants will be given to students that align with the principles and character that the school values. A completed Welcome Grant application, shadow day and student interview are required.

First Year - \$2,000 Grant

Second Year - \$1,000 Grant

## Fees

**8th Grade Graduation/Activities Fee** – This fee is assessed to all 8<sup>th</sup> graders in March of their graduating year. The amount varies from year to year based on the number of students in the 8<sup>th</sup> grade class. **The fee will be charged to the family's FACTS account with a March 20<sup>th</sup> payment date.**

**Technology Fee** – A Technology fee of \$125 is assessed for students enrolled in Grades 3 – 8.

**Volunteer Service Fee** - Each family with a child(ren) in full day PreK-3 through Grade 8 is required to provide 20 hours of service to the school. Families with a child in the half-day, 2-day, 3-day PreK-3 or PreK-4 programs are only required to provide 10 hours of service to the school if there is no other sibling attending full day. Single-parent families are obligated to perform 10 hours of service. Single-parent volunteer service fee status must be presented to and approved by the school principal, prior to October 1st of the current school year.

The full volunteer service fee is \$300.00 or \$150.00 for a single-parent household or a family with only a half-day, 2-day or 3-day preschool student. Families not fulfilling their volunteer service requirement will be charged for unmet hours at the rate of \$15.00 per hour.

Volunteer hours are due in the log book by May 1<sup>st</sup>. **Outstanding service fees will be charged to the family's FACTS account on May 25th.** If a family knows that they will be performing volunteer hours for the school after the May 1<sup>st</sup> deadline, they should log that service information into the volunteer log book, prior to May 1<sup>st</sup> and indicate what their service will be and the hours and date it will be performed. An example of this would be volunteer hours that are performed in May and June of the current school year, such as assisting with the 8<sup>th</sup> grade graduation, end of the year class parties, helping at Field Day, the 5K Fun Run, etc. It is not the school's obligation to log volunteer hours into the log book on behalf of our families. **All bills not paid by the end of the school year will result in progress reports being held until the obligation is met.**

Parents may accrue hours for service with the Church of the Resurrection CYO basketball leagues and the Church of the Resurrection or St. Paul's sponsored Scout groups. Each hour of CYO or Scout volunteer time counts as a half hour of volunteer time. Up to 10 hours of CYO basketball or Scout troop volunteer time may be logged towards volunteer service for a family and up to 5 hours for a single-parent household may be logged. The remaining 10 hours or 5 service hours need to be performed for the direct benefit of the school.