



KATHLEEN A. LAINEY
Principal

January, 2010

Dear Parents and Guardians:

As we approach the annual celebration of Catholic Schools Week, we are about to begin the registration period of new students for the 2010-2011 school year. We are hoping that this message, along with your good words, is reaching families in the area. We pray and hope that we will have a strong and successful registration period this year as we continue to pursue an active recruitment campaign.

As we begin the enrollment period for new families, we would like to extend to our current families the opportunity to reserve a place for your child/children for next year. Our first commitment is to you, our faithful parents, who have already chosen Catholic education for your children.

We continue to receive phone calls requesting information. Certain grades are at or near capacity. Last year we welcomed 31 new families and 45 new students to St. James. Since we expect a number of new students to apply for enrollment again this year, it is very important for you to reserve a place for your child/children at this time.

Enclosed is the re-registration form. The Finance Committee submitted our budget to the Diocese and it has been approved. The family financial obligation includes a 1.5% increase for a single child in diocese family with the FPP remaining at \$1,050. The rate of increase is slightly higher for multiple child families due to an adjustment in the discount for multiple children. We are sincerely trying to be sensitive to the economic situation in the area and not raise tuition any more than is absolutely necessary. I cannot emphasize enough how increased parent involvement in recruitment can have a significant impact on tuition by maximizing the chances that future tuition increases will be small.

Our Finance Committee asks you to encourage prospective families to look into Catholic education at St. James. In appreciation of your efforts, we will offer you a tangible incentive. If you successfully recruit a new family to register and ultimately enroll their child/children in our school, you will receive \$500 in April, 2011. If your effort brings us more than one family, you will receive \$500 for each one!

The following stipulations apply to the recruitment of new students:

1. The child/children must be entering grades K – 8. Pre-K children are not eligible.
2. There must be an available seat for the child/children. We will limit class size to maintain the high standards of education you have come to expect.
3. Both you and the newly recruited family must be enrolled through March, 2011, and both families must be current in tuition payments. You will receive your check in April, 2011.
4. The new family has not already contacted the school to inquire about enrollment.

5. The new family must list you as the referring family on the New Family Survey Form provided in the admissions packet.

Remember, the benefits of your recruitment efforts are twofold. First, your tuition can continue to remain affordable. Second, you will be able to receive a check (at \$500 for each family recruited.)

The recruitment campaign has begun to make the greater Stratford area families aware of what we have to offer their children. Pastors will enthusiastically support our school from the pulpit. You too can be part of this worthy endeavor. Remember, your good words about our school will have greater influence than any other source.

To guarantee a place for your child/children next year, please complete the enclosed re-registration form and return it to the office with the appropriate tuition deposit (see page 3 of the Enrollment Contract) by Tuesday, January 26, 2010. This non-refundable deposit will be credited to your 2010-2011 tuition account.

Your re-registration form should be completed and returned to the office as quickly as possible. ***We will use the parish name and envelope number that you provide on this form for the purpose of verifying your parishioner status with your pastor.*** This will be forwarded to your pastor for approval and you will receive notification of any change in your present status. Any questions about your status should be addressed with your pastor. The school plays no part in determining parishioner status.

The FACTS payment program will be offered once again to our families who wish to pay their tuition in 10 equal payments. We will also have single payment and the four-payment interest-free options for your convenience. If you are currently using FACTS and wish to continue by checking Payment Plan 2, you will be registered for the plan automatically. You do not need to fill out any forms. If you wish to sign up for FACTS for the first time, an application will be sent home upon receipt of your re-registration form and deposit.

This is a unique opportunity for you to have a real impact upon future tuition rates. By working together to keep our current families with us next year and to bring new families into the school, we can continue to offer the finest quality Christian education available in the area at a reasonable price.

God bless you for your commitment to Catholic education.

Sincerely,



Kathleen A. Lainey
Principal