

February 2012

Dear Parents,

As we begin our Registration process for the Class of 2016, we are happy to announce that land has been purchased for the new Eastern Jackson County Catholic high school. The goal is to have the new school built and ready to open in August 2015. This means that the freshman class entering this fall will be the first to graduate from the new school! What an awesome adventure and privilege that will be for your son or daughter!

The budget is the next step to be considered while planning for our immediate future: There are many factors to take into account, just like your own personal one. The biggest factor we have to address is tuition. There are a number of fundraisers that St. Mary's utilizes to keep the tuition as low as possible. The selling of Benchwarmers, (each family is asked to sell at least 10 tickets), the Auction, (each family is asked to donate a gift or monetary contribution of \$75.00), Santa-Cali-Gon, (each family is asked to work a shift of time during the four day weekend) and the Trojan Holdem Tournament (each family is asked to sell \$150.00 in tickets for the event) facilitate this goal.

This year tuition is going to be **\$6,250.00**. Registration will be **\$200.00 per student**. All registration and financial aid packets will be available and can be downloaded from the St. Mary's website, (www.stmhs.org). If you have any concerns, or questions please feel free to contact either myself or Ms. Genova, jlynch@stmhs.org/rgenova@stmhs.org 816-252-8733.

Tuition Incentive: If we can enroll ten new families to St. Mary's for the 2012-13 school year, not including the incoming freshmen class, there will be a \$250.00 discount off of everyone's tuition. If we enroll 25 new families, not including the freshmen class, there will be a \$500 discount off of everyone's tuition. Our parents and students are our best recruitment tool! Your word of mouth can help St. Mary's, yourself and the family that chooses the best education for their student. We are also looking to lock in the current tuition rate when the new school opens, so the best time to enroll is now in order to be a current family and not be on a waiting list. Please do what you can to make this happen!

Thank you for your time and support throughout the year. Your commitment to providing your son or daughter with the best possible education available is a true testament of why St. Mary's is here and that you want the best for your child.

Sincerely

Jeff Lynch
Principal

Rena Genova
Finance Coordinator

February 2012,

Dear Future SMH Parent:

Enclosed is your packet of registration/enrollment materials. St. Mary's High School will enroll current eighth graders for their freshman year on Thursday, February 16, 2012. Please come to Donnelly Hall on Main Street between 4:00 p.m. and 7:00 p.m. **You will need to bring in the completed materials listed below. If you have a question, we will be here to help you. Additional forms are available on our website.**

Please follow this step by step checklist:

- STEP 1.** Fill out the **2012-2013 Tuition Contract**, sign and **attach** the registration fee of **\$200.00** per student. After April 20, 2012, the Registration Fee for incoming freshmen will be **\$300.00** Please make a copy of your Contract for yourself.
- STEP 2.** Complete the **Annual Appeal Pledge Card**.
- STEP 3.** Fill out and sign the **Emergency Information Sheet, Medical History & Medication Forms, Title I Information Sheet (Economic Deprivation Survey)** and the **Release of Records** forms. If your student is coming from one of our Catholic schools, we should automatically receive your student transcripts and health records providing that you have met your financial obligations there. Occasionally we do not receive these records, so this is our backup. If you are coming from another school, we need to have your student's transcript and health records from the previous school.
- STEP 4.** Read over the **Technology Computer Use Agreement**. Both a parent and student need to sign.
- STEP 5.** If you live in the Northeast/Blue Springs area and need bus transportation, please complete the form with the **BUS** logo.
- STEP 6.** There are several scholarships and financial aid resources available to help offset the cost of tuition. Please review the enclosed materials concerning these resources carefully and complete if applicable. **These materials have various due dates; however you must be registered to apply.** The Smart Tuition Aid Analysis information has a link on our website to be completed on-line.

If you cannot come on February 16th, you will need to call for an appointment to schedule a meeting with Mr. Bud Yazel, Guidance Counselor, to register. Your student's tentative schedule will NOT be entered into the computer until all registration materials are completed and processed in the school office.

We are looking forward to having you join our family. If you have any questions, please don't hesitate to contact us at 252-8733. To assist you, please direct your calls or e-mails as follows:

Contract and Financial Aid	Ms. Rena Genova, Finance Coordinator	rgenova@stmhs.org
Advancement & Uniforms	Mrs. Lori Jonas, Advancement	ljonas@stmhs.org
Course Selection	Mr. Bud Yazel, Guidance Counselor	byazel@stmhs.org
Health Records	Mrs. Linda Krickle, Attendance Secretary	lkrickle@stmhs.org
Athletics	Ms. Sara Kenney, Athletic Director	skenney@stmhs.org

Sincerely,

Mr. Jeff Lynch
Principal

JL/rkg

February 1, 2012

Dear Parents,

St. Mary's High School Bundschu Memorial has partnered with Smart Tuition to handle tuition collection for the 2012-13 school year.

Why did the school choose to join Smart Tuition's program? The number of families requesting more payment options and clarity to this process continues to increase every year. SMART offers a simplified approach to tuition collection which will reduce our delinquencies, increase our cash flow, and decrease our administrative workload, while providing our families with a more organized payment process. This packet includes all of the information necessary to enroll in the program.

With Smart Tuition you will be able to pay your tuition much like you now pay your mortgage or car payments – by check or money order, by making a web payment at www.smarttuition.com, by calling the 24 hr. customer service center to make a payment by phone or have your monthly tuition deducted automatically from your bank account or credit card. By working with Catholic Schools for the past 20+ years, Smart Tuition will serve as asset to St. Mary's and our families.

More information will soon be available on our web-site, stmhs.org, on how to enroll in this program.

Please call us if you have any questions regarding this new feature.

Sincerely,

Jeff Lynch,
Principal

JL/rkg

ST. MARY'S HIGH SCHOOL FINANCIAL INFORMATION 2012-2013

FEBRUARY & MARCH REGISTRATION: \$200.00 PER STUDENT
LATE REGISTRATION IS \$400.00 PER STUDENT AFTER APRIL 27, 2012.
(Non-refundable- must accompany contract)

DIRECT TUITION

The direct tuition commitment will be due in ten (10) monthly installments with the first installment due July 1, 2012. However, full payment for the year would be accepted, as well as semester payments of five months due July 1, 2012 and December 1, 2012. Discount: One Payment: July 1, 2012-\$100.00
Discount Two Payments: July 1, 2012 and December 1, 2012-\$50.00
SMART TUITION will be utilized this year to administer the monthly payments.

Catholic Families Registered in a Parish

One Student	\$6,250
Second Student	\$5,550/\$11,800
Third Student	\$4,850/\$16,650
Fourth Student	\$4,150/\$20,800

Others

One Student	\$7,000
Two Students	\$6,300 / \$13,300
Three Students	\$5,600 / \$18,900
Four Students	\$4,900 / \$23,800

Activity Fee

The Activity/Athletic Fee for all students is \$150 for each student involved in any activity sanctioned by the Missouri State High School Activities Association. There is also a \$100.00 Technology Fee per student. A Graduation Fee of \$60.00 is assessed to seniors only.

FUNDRAISING PROGRAM

St. Mary's High School continues to offer several fundraising endeavors designed to keep the rising costs of tuition to a minimum. We encourage 100 per cent participation to achieve this goal.

- **St. Mary's High School Benchwarmer Tickets:** All families are **required** to purchase or sell ten Benchwarmer tickets **per** family. If you sell over 20 Benchwarmer tickets **per** family, your family name will be entered in a drawing for \$500 off tuition for the 2012-2013 school year. You **will be billed** for unsold Benchwarmer tickets. Benchwarmer Tickets are \$20.00 per ticket for the 17 weeks of NFL football season. Prizes of \$1,010 are given out each week to winners.
- **Main Street Auction** is the biggest fundraiser of the year and is held in March. All families are required to contribute a \$75.00 cash donation or a new gift item valued at a minimum of \$75.00 for the Auction, as well as serve on a committee or work the evening of the Auction. An Auction fee will be added to tuition for non-participation.
- **St. Mary's Annual Appeal:** We invite current parents to join alumni, past parents and friends to participate in our Annual Appeal. The Annual Appeal assists in meeting the short term (school year) needs of SMH, and thereby maintaining an affordable, quality Catholic Education.
- **St. Mary's Trojan Hold'em Tournament:** All families are encouraged to sell tickets to this fundraiser designed to raise funds for the entire athletics/activities programs.
- **Parent Service:** All parents are asked to donate five hours of their time to the service of St. Mary's in various activities such as the Booster Club/Parents' Club and our Auction. Please do your share!

St. Mary's High School Tuition Contract 2012-2013

This form is a commitment to pay St. Mary's High School for the 2012-2013 school year. Admittance and continued enrollment in our school is dependent upon this contract and the payment of tuition in accordance with the timeline outlined in our calendar/handbook as directed by our Finance Committee and Board of Directors.

Registration Fee: \$200.00 per student. After April 20, 2012, \$400.00 per student.
 The Registration Fee is non-refundable.

Student's Name _____ Circle one class **2013 2014 2015 2016**

Student's Name _____ Circle one class **2013 2014 2015 2016**

Student's Name _____ Circle one class **2013 2014 2015 2016**

Student's Name _____ Circle one class **2013 2014 2015 2016**

Parent or Guardian responsible for tuition payment _____

Address	City	State	Zip
Home Phone Number	Daytime Phone Number	Cell Phone Number	
Place of Employment -Dad	Place of Employment-Mom	E-mail Address	

Catholic Parish of Parent or Guardian responsible for tuition _____

Tuition Cost Student #1	\$6,250	Tuition Amount	_____
Tuition Cost Student #2	\$5,550	Non Parishioner Fee	_____
Tuition Cost Student #3	\$4,850	Tuition	_____
Tuition Cost Student #4	\$4,150		
Non Parishioner Rate #1	\$7,000		
Non Parishioner Rate #2	\$6,300		
Non Parishioner Rate #3	\$5,600		
Non Parishioner Rate #4	\$4,900		

Payment Options:

- One Payment Due July 1, 2012 (\$100 Discount)
 - Two Equal Payments due July 1 & December 1, 2012 (\$50.00 Discount)
 - Monthly Payments July 1, 2012 thru April 1, 2013 thru Smart Tuition
- *Discount Amount (_____)
 Total Tuition Due _____

*Unsold Benchwarmers and Non Participation for Auction and Trojan Holdem fees will be billed. St. Mary's High School relies on timely payments of all amounts due in order to pay our obligations. The undersigned promise to pay St. Mary's High School the total tuition commitment according to the option checked above. Tuition payments are monitored on a quarterly basis; the timeline is outlined in our calendar/handbook as defined by our Board of Directors. Failure to comply with the above terms will result in withholding transcripts and/or the student not being allowed to attend classes until the obligation is current. The undersigned also agrees to pay any legal fees incurred by St. Mary's High School in order to collect any unpaid tuition.

Signatures: _____

Amount Received: _____ Check# _____ Received by _____ Date _____

Please fill out this form and make a copy for your records.



The St. Mary's Annual Appeal For Excellence in Education 2012-2013

Now is the time to make your pledge to the Annual Appeal. The Annual Appeal assists St. Mary's in maintaining an affordable, quality Catholic education for your student. Please give at the level you feel called to give. Each gift is important. We are striving for 100% parent participation.

Indicate your gift range and the amount of your pledge:

_____ *Mercy Level \$1,501-\$2,000+* *Our pledge will be \$_____.*

_____ *DePaul Level \$1,001-\$1,500* *Our pledge will be \$_____.*

_____ *Trojan Level \$501-\$1,000* *Our pledge will be \$_____.*

_____ *Blue & White Level \$5-\$500* *Our pledge will be \$_____.*

Our pledge will be paid in full with the July tuition payment _____, twice a year with the July and December tuition payments _____, OR when billed on our tuition statement. If you have any questions, please contact Rena Genova (268-2554 or rgenova@stmhs.org).

Family Name _____ Father Signature_____

Date_____ Mother Signature_____

EMERGENCY INFORMATION AND MEDICAL TREATMENT CONSENT

Student Name _____ Birth date _____ Class _____

Address _____ Home Phone _____

City, State, Zip _____ Student Cell Number _____

Student lives with mother father both other (name and relationship to student)

Nationality _____ Language spoken at home _____

Public school student should attend, if not attending St. Mary's _____

Parent Information

Father's Name _____ Occupation _____

Place of Employment _____ Work Phone _____

Other forms of contact: Cell phone/Pager _____

E-Mail Address _____

Mother's Name _____ Occupation _____

Place of Employment _____ Work Phone _____

Other forms of contact: Cell phone/Pager _____

E-mail Address _____

Contact persons other than parents: (Emergency contact persons are used for medical emergencies only and are not authorized to excuse students from school.)

_____ Relationship _____ Work # _____ Home # _____

_____ Relationship _____ Work # _____ Home # _____

I, the parent or guardian of this student, recognize that as a result of athletic participation or other school related activity, medical treatment on an emergency basis may be necessary and further recognize that school personnel may be unable to contact me for any consent for emergency medical care. I do hereby consent in advance to such emergency care, including hospital care, as may be deemed necessary under the existing circumstances.

Family Physician Name: _____ Phone _____

Hospital preference: _____

Signature _____ Date _____

MEDICAL HISTORY/SPECIAL CONDITIONS

Student Name _____ Home Phone _____

Parents' Names _____

Does your student have a history of chronic physical health problems or a diagnosed emotional/behavioral disorder? If so, please explain. If no, please state NONE.

Will your student require preferential seating for these conditions? Yes No

Does your child take any regular medication(s)? Yes No

If yes, what type of medicine? _____

Missouri State Law states that school personnel are not authorized to practice medicine by administering medicine, giving treatment or making a diagnosis. **This includes administration of Tylenol, cough medicine, cough drops and other over the counter medicines.**

When medication is necessary in order that a student remain in school, the family physician must send a written order to the attendance secretary. If the medication is sent to school in the original bottle, exhibiting a current prescription with the student's name and dosage, then the prescription may serve in lieu of a written order from the physician when it is accompanied by a signed note from a parent.

Your physician may choose to write an order to cover the use of a specific list of medications, such as Tylenol, cough medications and other over the counter medicines as the need arises throughout the school year. With the note on file for the current year, you may send the listed medications to school. Medications of all types are kept in the Attendance Office.

I, the parent or guardian of the above student, recognize that as a result of athletic participation or other school related activity, medical treatment on an emergency basis may be necessary and further recognize that school personnel may be unable to contact me for any consent for emergency medical care. I do hereby consent in advance to such emergency care, including hospital care, as may be deemed necessary under the existing circumstances.

Parent/Guardian Signature

Date

MEDICATION

TO: Principal _____

DATE: _____

Attendance Secretary _____

Teacher _____

I have examined _____

and find the following condition present _____

It will be necessary for him/her to take the following medications at school:

Time to be taken: _____

Special Instructions: _____

Activity Limitation: _____

Excuse from Physical Education: _____

Length of time for limitation: _____

Date for next medical evaluation: _____

Remarks: _____

Signed _____

Physician

Economic Deprivation Survey For Federal Program Participation
(completed by Parent or Guardian of Nonpublic Student)

SAMPLE

Instructions are on the next page. This information will be kept confidential. It will be used to determine the amount of federal program services available to the nonpublic school. Please contact your nonpublic school if you need assistance.

Section 1. Student Information:

Number of children in household that attend this nonpublic school: _____

Current Grade level for each child: _____

Section 2. Eligibility of Household:

- Household is eligible. (Select one of the three following methods to determine household eligibility.)
 - Household is receiving food stamps or AFDC for this student.
 - Student is a foster child in the household.
 - Household is eligible based on income (see instructions).
- Household is not eligible.

Section 3: Signature: I certify that all of the above information is true and correct and that all income is reported. I understand that this information is being given for receipt of Federal Funds and will be kept confidential at the school.

Signature of Adult Household Member

Date

Address: _____

INSTRUCTIONS

This SAMPLE form may be used to collect information that can be used to determine the amount of federal program services available to this school. It will be kept strictly confidential.

Section 1: Student Information: List the number of children in your household that attend this nonpublic school and the grade level of each child. This must be completed.

Section 2: Household Eligibility Method: Indicate which method determines household eligibility. Otherwise, indicate that the household is not eligible.

Use the following chart to determine if the household is eligible based on income. If the total amount of income of all household members (before taxes or anything else is taken out) exceeds the amount on this chart for your household size, the household is not eligible.

MAXIMUM INCOME TO BE ELIGIBLE – JULY 1, 2011 TO JUNE 30, 2012

<u>Household Size</u>	<u>Annually</u>	<u>Monthly</u>	<u>Weekly</u>
1	\$20,147	\$1,679	\$388
2	27,214	2,268	524
3	34,281	2,857	660
4	41,348	3,446	796
5	48,415	4,035	932
6	55,482	4,624	1,067
7	62,549	5,213	1,203
8	69,616	5,802	1,339
For each additional member add	+7,067	+589	+136

Section 3: Signature: All applications must have the signature of an adult household member.

ST. MARY'S HIGH SCHOOL SCHOOL BUS INFORMATION

St. Mary's High School will operate a bus route for students in the Northeast Kansas City area. This includes the parishes of St. Anthony's, Holy Cross and Our Lady of Peace. There can also be a morning route for St. John LaLande students if necessary. The cost for bus service is:

1 Student \$400 per year (\$200 per semester) (\$200 one way)

2 Students \$500 per year (\$250 per semester) (\$250 one way)

The high school will offer bus service to any other area where enough interest is expressed by return of the bus registration. The only criteria for additional routes is having enough students on a bus to make it economically feasible.

Please return the bus registration form below and a \$25.00 deposit by April 30, 2012, in order to guarantee a spot on the route. If routes do not form in your area, the \$25.00 deposit will be refunded or applied to your tuition payment.

You will be called personally right before school begins about your time and place of pickup by the bus driver.

Please detach and return with \$25.00 by April 30, 2012. This guarantees a seat on the bus and the need for a route. Please make checks payable to St. Mary's High School.

Student name/names: _____

Parent's
Name: _____

Address: _____

City, State, Zip: _____

Home Phone: _____ Work Phone: _____



ST. MARY'S HIGH SCHOOL COMPUTER USE POLICY

We are please to offer our students access to the computer electronic mail and Internet. To gain access to e-mail and the Internet, all students must obtain parental permission. These forms must be signed and returned before the student will be allowed to use the Internet.

Access to e-mail and the Internet will enable students to explore thousands of libraries, databases and bulletin boards while exchanging messages with Internet users throughout the world. However, some materials accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. But ultimately, you as parents and guardians are responsible for setting and conveying the standards that your children should follow when using media and information sources. To that end, we support and respect each family's right to decide whether or not to permit electronic access by their children.

Students are responsible for good behavior on school computer networks just as they are in a classroom or school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parental permission is required. Access is a privilege, not a right. Access entails responsibility.

As outlined in Diocesan Policy and procedures, the following are not permitted:

- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting or attacking others
- Damaging computer or computer systems
- Violating copyright laws
- Trespassing in another's folders, works or files
- Intentionally wasting limited resources
- Using another's password
- Employing the network for commercial purposes

Violations may result in a loss of access as well as other disciplinary or legal action.

USER AGREEMENT AND PARENT PERMISSION FORM

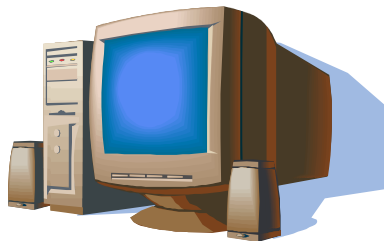
As a user of the St. Mary's High School Bundschu Memorial computers, I hereby agree to comply with the St. Mary's High School Computer Use Policy.

Student Signature _____

Student Name (Print) _____

As the parent or legal guardian of the student signing above, I grant permission for my son or daughter to access computer services such as electronic mail and the Internet. I understand that individuals and families may be held liable for violations. I understand that some materials on the Internet may be objectionable, but I accept responsibility for guidance of Internet use – setting and conveying standards for my son or daughter to follow when selecting, sharing or exploring information and media.

Parent/Guardian Signature _____ Date _____



REQUEST/AUTHORIZATION TO RELEASE RECORDS

Date: _____

Dear Registrar:

The student listed below has enrolled in our school. Please send us his/her school records.

Student Name (Please Print): _____

Grade: _____

_____ Cumulative School Record

_____ Health Record (Immunization--Must be at St. Mary's in the Attendance Office by the first day of classes)

_____ Disciplinary Records

_____ Psychological Records

Name of Previous School _____

Address of Previous School _____

City, State, Zip _____

School Phone Number(Area Code) _____

School Fax Number (Area Code) _____

**Records are to be sent to: Counselor's Office
St. Mary's High School Bundschu Memorial
622 North Main
Independence, MO 64050
(816) 252-8733**

Signature of Parent or Guardian _____