

# School of the Madeleine

## PROGRAM INFORMATION

School of the Madeleine is a Catholic elementary school (Preschool through Grade 8) recognized throughout the Diocese for its caring Christian environment and strong academic curriculum. The School is part of St. Mary Magdalene Parish, and is fully accredited by the Western Catholic Educational Association and Western Association of Schools and Colleges.

We are a faith community of dedicated educators. We believe in educating the whole child according to the teachings of Jesus. Accordingly, the program stresses sharing the message of Jesus, fostering community, and motivating service to others without discrimination.

Our curriculum includes the study of religion, mathematics, reading, spelling, language arts, science, social studies, computers, and Spanish (5-8). Specialists instruct the students in music and physical education. Currently, the faculty consist of 24 full time teachers and 5 part-time teachers.

School classrooms open at 8:00 am with classes beginning at 8:05 am. Dismissal is at 2:45 pm. The YMCA operates our Extended Care program. A qualified staff is available to students from 6:30-8:00 am and from 2:45-6:00 pm.

The goal of our physical education program is to provide an enjoyable and health-promoting experience for every child. P.E. classes for each grade meet twice a week and include physical fitness activities, movement concepts of space awareness and skill themes taught in the context of games.

The goal of the after school sports program is to foster friendships, provide leadership opportunities, and to help students develop a positive attitude toward sports and athletic competition. There is a fee charged for participation. Sports include football, soccer, basketball, volleyball, cross country, and track for boys and girls grades 3-8 and track and soccer for grades K-2.

Currently the school has two on-campus counselors available for students and families. They are both licensed family therapists and have been working with children for several years.

Students wear uniforms provided through Dennis Uniform Company. Certain dress-up days are held during the year.

A tuition and fee schedule for the 2018-2019 school year is included in this packet. New rates will be available in February. Each school year, parents sign a financial responsibility form. This is an agreement that indicates who will pay the tuition to the school and in what amounts. The cost of educating each child is significantly more than our tuition fees. Each family is required to give a minimum of 20 hours of service to the school community during the year. Families are also required to support the Parent Support Association Fundraisers at a minimum of \$260.00 per family. This is referred to as the P.S.A. Commitment.

The Parent Support Association includes all school parents. The organization gives parents the opportunity to become acquainted with other parents, with teachers and board members, and to be informed of school business. We believe that parents are the primary educators of children, and that the P.S.A. is one of the ways we can collaborate effectively in the religious and educational process. The P.S.A. sponsors four major fund raising events each year.

# SCHOOL OF THE MADELEINE

## REGISTRATION INFORMATION 2019-2020 SCHOOL YEAR

Thank you for your interest in School of the Madeleine. We are proud of the high standards, moral values, and academic excellence of our school, and invite you to become part of the Madeleine family.

Included in this packet is Program Information, a Tuition and Fees schedule for the current year, an Application, and two Recommendation Forms. If you are interested in touring the school and meeting with the Administration, please call the school office to make an appointment.

A special meeting for new parents interested in enrolling their child in the Kindergarten program will be held on January 24, 2019 at 5:30 pm in the church hall. This meeting will be an introduction to our unique developmentally-based Kindergarten. Children must be 5 years old by September 1 in order to be considered for admission.

New students are not ordinarily accepted in Grade 8.

### A. APPLICATION

An application fee of \$90.00 (per family) and your completed application form with the required documents are to be sent to the school office. Please be sure to sign and date the application. Incomplete application packets will not be processed and may be returned for completion. The application fee is non-refundable after testing or acceptance.

- 1) Photocopies of the following documents must be included with the Student Application form:  
(Copies of your original documents cannot be made at the school office.)
  - a) State Issued Birth Certificate
  - b) Baptismal Certificate
  - c) Immunization Card
  - d) Most recent report card or progress reports for students entering (Gr. 1-7)
  - e) Most recent academic testing results for students in (Gr. 2-7)
- 2) Letters of Recommendation (attached forms may be used) are required and must be completed by a current teacher and the principal if you are applying for a student entering grades 4-7. After completion the teacher and principal should mail these letters directly to the school.

Applications are considered according to these guidelines:

- a) Families with baptized Catholic siblings currently enrolled at School of the Madeleine
- b) Registered and Supporting St. Mary Magdalene parishioners (Students baptized Catholic)
- c) Non Catholic siblings of currently enrolled school families
- d) Catholic applicants of registered, non-supporting parishioners of St. Mary Magdalene
- e) Catholic applicants of other Catholic parishes
- f) All other interested families depending on space availability

Ability of the school to meet the needs of a particular student is always a consideration. Within the above listed categories, the school reserves the right to select the appropriate candidate(s). The Admissions Committee makes the final decision regarding admission.

### B. TESTING / INTERVIEW

You will be contacted to bring your child for a test and interview. It is anticipated that testing for students applying for Kindergarten will begin mid February. Students applying for grades 1-7 will be tested as openings become available.

### C. ACCEPTANCE

You will be informed of the appropriate placement, and testing results. All transfer students are accepted on a probationary status, for one school semester. This period of time is designed to ensure proper adjustment to the school environment and curriculum.

Sincerely,  
Jean Coleman  
Principal

# SCHOOL OF THE MADELEINE

## Tuition and Fees

2018-2019

### STUDENT FEES

Student fees are due for each child annually. Student fees for the 2018-2019 school year are **\$280.00**. Payment for returning Madeleine students is due **May 1st**.

Student fees for new students entering Madeleine (K-8) are due at the time they are accepted. Madeleine preschool students entering the Kindergarten program are considered new students; therefore, student fees are due at the time of acceptance. Student fees are non-refundable.

**Student Fees include the following:** Textbook Rental, Workbooks, Materials, Student Insurance (required), lunch supervision, Diocesan Testing, and Diocesan head tax.

### TUITION

Tuition is paid in ten monthly payments from July to April. All families are required to sign a Tuition Contract and Payment Plan that commits them to monthly payments. Tuition is due on the first of the month and a late charge is assessed after the tenth.

<b>(A.) Supporting Parishioners</b>	<b>Per Year</b>	<b>@ 10 Month</b>
With 1 child in school	\$ 4,455.00	\$ 445.50
With 2 children in school	\$ 8,280.00	\$ 828.00
With 3 children in school	\$ 11,886.00	\$ 1,188.60
With 4 children in school	\$ 12,900.00	\$ 1,290.00

#### **Supporting Parishioner Rate:**

To establish a supporting parishioner rate, you must use your weekly collection envelopes. If you are signed up with Faith Direct, the eGiving program through St. Mary Magdalene Parish, you will need to request offertory cards in lieu of collection envelopes to place in the basket to show your attendance.

Your registration at St. Mary Magdalene, weekly attendance at Mass, participation in parish activities, and your contributions are key to establishing a supporting parishioner rate. This must be done for one year (July to June) prior to establishing this rate. Envelopes and offertory cards turned in to the rectory mail drop or cash placed in the collection basket will not establish a supporting parishioner rate.

<b>(B.) Catholic Non-Parishioners</b>	<b>Per Year</b>	<b>@ 10 Month</b>
With 1 child in school	\$ 5,560.00	\$556.00
With 2 children in school	\$ 10,280.00	\$1,028.00
With 3 children in school	\$ 14,810.00	\$1,481.00
With 4 children in school	\$ 16,180.00	\$1,618.00

  

<b>(C.) All Other Families</b>	<b>Per Year</b>	<b>@ 10 Month</b>
With 1 child in school	\$ 6,445.00	\$ 644.50
With 2 children in school	\$ 11,900.00	\$1,190.00
With 3 children in school	\$ 14,997.00	\$1,499.70

**Student Fees and Tuition Rates do not include extended care costs.**

School of the Madeleine  
 1875 Illion Street  
 San Diego, CA 92110  
 (619) 276-6545

*Student Application*  
**2019 - 2020**  
 School Year

School Office Use Only	
Date Fee Paid	
Check #	
Received By	
Sibling Grade	

**Student Information**

Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Application For Grade \_\_\_\_\_ Application Date \_\_\_\_\_  
 Male \_\_\_\_\_  
 Female \_\_\_\_\_ Birth Date \_\_\_\_\_ Birth City \_\_\_\_\_ Religion \_\_\_\_\_ Parish Name & Envelope # \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Main Phone Number \_\_\_\_\_

School Currently Enrolled \_\_\_\_\_ Address \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_

Has your child ever been enrolled in any special learning programs or have special needs related to learning? Please describe.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Does your child have any significant health problems?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

How did you hear about School of the Madeleine?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Sacraments**

<b>Baptism</b>	<b>First Reconciliation</b>	<b>First Communion</b>
Date Received _____	_____	_____
Church _____	_____	_____
City/State _____	_____	_____

**Family Information**

Marital Status

- Traditional       Father Remarried  
 Separated       Mother Remarried  
 Divorced       Father or Mother is Deceased

If Separated or Divorced

- Child Resides with Mother  
 Child Resides with Father  
 Shared Custody

\_\_\_\_\_  
 Father's Religion

\_\_\_\_\_  
 Mother's Religion

Father's Last Name \_\_\_\_\_

Mother's Last Name & Maiden Name \_\_\_\_\_

First \_\_\_\_\_ MI \_\_\_\_\_

First \_\_\_\_\_ MI \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City/Zip \_\_\_\_\_  Address is same as above

City/Zip \_\_\_\_\_  Address is same as above

Occupation & Place of Business \_\_\_\_\_

Occupation & Place of Business \_\_\_\_\_

Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_  
 US Citizen?  Yes  No  
 Alumni of School of the Madeleine?  Yes  No

E-mail Address \_\_\_\_\_  
 US Citizen?  Yes  No  
 Alumni of School of the Madeleine?  Yes  No

Parent /Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



