

St. Mary's Catholic School
140 South 10th Street
Bird Island, MN 55310
(320) 365-3693
www.stmarysschoolbirdisland.com

Family Commitment Policy for the 2025-2026 school year:

St. Mary's School is a Catholic School that prides itself in maintaining a high standard of quality education. To meet this standard St. Mary's School relies heavily on each family to contribute to fundraising, to serve on a committee(s), and to pay tuition. These three areas are essential in offsetting the cost to educate a student.

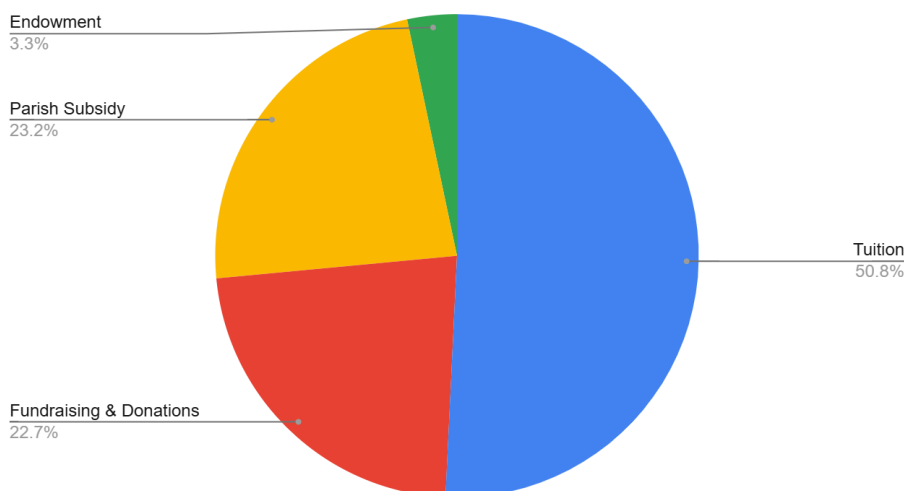
Therefore, it is imperative for all families to meet the following requirements laid out in this policy adopted by the School Education Committee and approved by St Mary's Church Administrative Council and Pastor. **Each family attests to their commitment by signing the final page of this policy.**

COST TO EDUCATE:

For 2024-2025 the cost to educate is \$8,505 per pupil.

School Revenue	2024-2025
Tuition	\$643,259
Fundraising & Donations	\$288,300
Parish Subsidy	\$293,748
Endowment	\$42,000
Total	\$1,267,307

2024-2025 School Revenue Breakdown



School Expenses	2024-2025
Salaries	\$948,486
Plant & Operations	\$158,426
Instructional	\$72,901
Other Administrative	\$87,494
Total	\$1,267,307
Prek - 8 Enrollment	149
Cost to Educate	\$8,505

Fundraiser Commitment

One effort to keep tuition affordable is to fundraise. Below are the list of fundraisers families are expected to participate in and how much they are expected to sell.

For Preschool ($\frac{3}{4}$ year old class)

- Fudge - sell at least \$200 of fudge (or \$100 of profit). If less than \$200 is sold then families must pay the difference to make \$100 in profit.
- Popcorn- sell at least \$200 of popcorn (or \$100 of profit). If less than \$200 is sold then families must pay the difference to make \$100 in profit.

PreK ($\frac{1}{2}$ year old class) - 8th grade

- Marathon - Families are expected to raise donations but there is no set amount of donations to be raised for this fundraiser per family or student. If our goal was spread out over the 75 families it would be about \$800/family. If it was spread out over the 120 students it would be about \$500/student.
- Winter Raffle - Families are **required** to sell 4 tickets at \$50/ticket. **Tickets not sold will be assessed to tuition.**
- Cash Calendar - Families are required to sell **10** Cash Calendars at \$30.00 each for a total of \$300.00. The money from the sales and any unsold calendars are due by December 1 of that school year. Any unsold calendars will be applied to your tuition account. If more than the required 10 calendars are sold, a \$20.00 per extra calendar sold will be applied to the family's tuition account. Credit will not be issued until after the first of the year and can only be used for tuition.
- Prime Rib Dinner - Families are asked to contribute to their grade level basket.
- Marion Golf - **Families are required to sell one - \$100 raffle ticket. Tickets not sold will be assessed to tuition.**

Without fundraisers the cost of tuition would need to increase by at least \$2400/student.

Service Commitment

SMART Committees

Another way to keep costs down is to have families serve as volunteers for a variety of events and ways that lessen staffing needs. St. Mary's also believes that we do that better together and when leading by example. Your parent service commitment is an opportunity to help build a culture of service and provides a great opportunity to meet other families and see our mission in action. It is the expectation at St Mary's School that each family contributes a minimum of 10 hours of volunteering by committing to serve on one large assignment or choose 2 smaller assignments, as listed below. If a family is unable to fulfill their time commitment for that event,

they are obligated to find a replacement to work for them. **Please see the attached form to complete your choice.**

Option A - 1 Service Event Commitment	Option B - 2 Service Events Commitment
Chair a Committee Prime Rib Dinner Marion Open Cash Calendars Room Parents	Back to School Blast STREAM Night CSW Staff Appreciation Luncheon Book Fair Play Island Fundraisers Winter / CUF Raffle

Tuition Commitment

For PreSchool (3/4 year olds)

Parents' Cost of Tuition

3-Year-Old Half Days	\$1350/year - 3 - ½ days (\$150.00 / 9-month payments) \$1750/year - 4 - ½ days (\$194.44 / 9-month payments) \$2050/year - 5 - ½ days (\$227.78 / 9-month payments)
3-Year-Old Full Days	\$2600/year - 3 full days (\$288.89 / 9-month payments) \$3300/year - 4 full days (\$366.67 / 9-month payments) \$4050/year - 5 full days (\$450.00 / 9-month payments)

Other schedules may be possible based on enrollment with cost TBD. Preschool (3/4 year olds) that are at St. Mary's all day every day are included below.

For PreSchool (4/5 year olds) - 8th Grade Students

Parents' Cost of Tuition

One Child	\$ 4,050.00
Two Children	\$ 8,000.00
Three Children	\$11,800.00
Four Children	\$15,350.00

Tuition Payment Plan Procedures

1. The person(s) registering students are responsible for setting up and paying tuition.
2. St. Mary's School utilizes the FACTS management program to manage tuition accounts.
 - a. NEW FAMILIES must enroll in FACTS on registering or prior to the Back to School Blast, whichever is later.
 - i. To enroll in FACTS, you will need to do one of the following:

1. Go to the webpage: <https://online.factsmgt.com/signin/3D5RG>
 2. Go to the “New User” or create an account.
 3. Fill in all questions, bank information and select your payment option.
 - b. RETURNING FAMILIES will automatically be rolled over from the previous year to the new school year in the middle of May of the current school year. If you want to change your payment plan in any way (number of payments, credit card information, bank information, etc) it would all have to be changed within 30 days after the roll over in May.
 - c. There are links on the St. Mary’s website (www.stmarysschoolbirdisland.com) to assist you with this process if needed or you may call the school office for assistance.
 - d. Once you have completed the steps above, you may view your information by going to www.online.factsmgt.com. **Do not view your information by going back to the steps listed above – by doing this you will create another account for your family.**
3. All families will be assessed an enrollment fee by FACTS based on the payment plan the family selects.

a. Payment Plan Options

- i. One Payment Plan – Pay full tuition balance on/prior to the first day of school.
- ii. Two Payment Plan - payments are made in August and March.
- iii. Four Month Payment Plan - payments are in July, October, January and April.
- iv. 12, 11 or 10 Month Payment Plan - payments will begin in either June (12 month), July (11 month) or August (10 month)

b. Enrollment Fee and Incidental Billing Fee

- i. One Payment Plan: \$5.00
- ii. Two Payment Plan: \$15.00
- iii. Three or More Payment Plan: \$50.00

4. Tuition payments can be made one of two ways:
- a. Electronic Payments (ACH or Credit Card Payments) are the preferred options in paying tuition and are processed by FACTS:
 - i. ACH payments are withdrawn from your designated bank account on the 5th, the 15th, or the last day of each month.
 - ii. Payments made using a credit card, MasterCard, Discover, or Visa are acceptable. Those paying with a card will be charged a fee. Charges to your credit would be on the 5th, the 15th, or the last day of each month.
 - b. Payments made by check need to be sent or dropped off at the school and should be made payable to St. Mary's School.

5. Each family is allowed to move a due date for a payment three times during the school year. Requests for a change in payment date must be in writing and given to the office at school at least two weeks prior to the original due date. Payment dates for a given month may only be changed once unless approved by administration.
6. Tuition accounts must be current in order for students to participate in any type of class field trip and in order for an eighth grade student to participate in the graduation ceremony.
7. Late fee and past due tuition must be paid to FACTS before a student can register for the new school year.
8. Limited Tuition Assistance is available under the following conditions and restrictions:
 - a. Applications may occur at any time throughout the year, and more than once, if a change in your personal financial conditions necessitate the need for tuition assistance.
 - b. Pertinent financial information must accompany the application. All information remains confidential.
 - c. Financial assistance will be distributed based on need and availability.
9. If you are applying for Tuition Assistance the following steps must be taken:
 - a. Obtain a Tuition Assistance Form from the office at the school or website.
 - b. Return completed forms in a sealed envelope to the school office. All applications will be processed in a timely manner.
 - c. You will receive notification from the principal regarding your Tuition Assistance status.
 - d. If a tuition assistance dollar amount has been awarded and applied to a family's account within a designated school year and the family chooses to leave St. Mary's School, the family will be held responsible for reimbursing St. Mary's School for the financial amount awarded.
10. Early withdrawal: If a family chooses to withdraw their student prior to the end of the school year, the family will be responsible for all tuition due to the end of the current quarter when the student is withdrawn.