

# St. John's Lutheran Preschool 2026-2027 Contract

## [M/W Class]

### Tuition:

I agree to make nine equal payments of \$225 MW, on the first day my child attends school each month, from Sept. 2026 – May 2027. *(Total tuition for the year is added up and divided into nine equal payments, for ease in bookkeeping. The number of sessions per month is not an indicative factor, but it is the total number of sessions per year that remains consistent.)*

If I would like to make other payment arrangements, such as quarterly, by the semester, or another option, I will talk to the administrator. There will be a \$5.00 fee for each contracted day the tuition is late if my child's tuition is not paid by the first day he/she attends class each month. In addition to the aforementioned late fee(s), failure to make tuition payments for a total of two months will result in termination of my child's enrollment in St. John's Preschool. If for some unforeseen reason, I am not able to make my payment on time, I will discuss that matter with the administrator.

### Probationary Period:

There will be a one-month probationary period from the first day of attendance. During this time, I may decide if placement in St. John's Preschool program is working for my child. If I cancel my child's enrollment within the first month, I will not be obligated to submit any further payments to the preschool. *(The registration fee and first month's tuition are non-refundable. If I decide to cancel my child's enrollment any time after the probationary period ends, I will be responsible for monthly payments of 50% of the tuition (\$112.50 MW per month) until that place in the enrollment is filled by another child for the 2026-2027 school year. A new contract will be provided and signed at the time of enrollment change.)*

During the one-month probationary period, the staff and/or committee members may elect to terminate my child's enrollment for reasons including, but not limited to: failure to pay fees, needs of the child are unable to be served by the school, or the child's behavior cannot be successfully managed so that an environment can be maintained that is harmonious for all children enrolled.

### Arrival and dismissal:

**Arrival time for my child is between 7:15 – 8:00 a.m.** Parents are responsible to inform staff when their child will be dropped off. Children arriving before 7:45am must come with a sack breakfast. The staff will not be responsible for my child until 7:15 a.m. If I cannot personally drop my child off during this time, I will arrange for someone else to do so. (Check with the program director for names of other parents who may be willing to assist you with this matter). My child must be brought to his/her classroom, and I must alert one of the staff members of their arrival.

**Dismissal time is between 11:00 – 11:30 a.m.** I will personally pick up my child or arrange for someone else to do so at this time. All persons to whom I give permission to pick up my child will be listed on my child's enrollment forms. I will notify my child's teacher if someone is to be added to or taken off the list. A \$5.00 fee may be assessed for every 15 minutes I am late in picking up my child, unless prior arrangements have been made with my child's teacher.

### Child custody issues:

**In cases concerning separation, divorce, custody and family disputes,** the staff of St. John's Preschool will make no comment on any issue concerning the child other than those regarding the child's A.) attendance B.) academic performance and C.) health status. However, if served with a subpoena by a law enforcement or legal official, a staff member will be required to provide additional information for the courts, at that time.

[Parent signature] \_\_\_\_\_ [Date] \_\_\_\_\_

**Snack Form**  
**Monday/Wednesday**

Every day of preschool a different child will bring a snack for the Monday/Wednesday class. Each snack day you must provide **2** food items from different food groups, such as grapes and crackers, in addition to, **1/2** gallon of milk, or **100%** fruit juice. Sweet treats are acceptable for birthday celebrations, along with 2 other food groups and a beverage.

This year we are offering families **3** different snack options:

**Child's Name:**

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**Please choose **1** of the following options:**

- I will provide snack for my child every time it is his/her turn.
- I will pay **\$225.00** to St. John's and provide the entire snack on for my child on his/her birthday celebration day.
- I will pay **\$250.00** to St. John's and not provide any snack for my child for the entire year.

**Please note: Snack forms should be returned by the first day school along with any outstanding paperwork.** If you are choosing to opt out of providing snack, the opt out fee must be returned with your snack form.

Thank you.