

ASCENSION SCHOOL BOARD

PRESENT: Pastor Father Larry McNally, Principal Mary Jo Burns, Chair Paul Seavey (09), Wendy Schmiedeler (08), Jill Pollard (08), Patrick Hess (08), Jason Huggins (09), Michael Lynch (09), Nikole Drever (10), Erin Fitzgerald (10), Michael Kelty (10)

LAST MONTH'S MINUTES: Approved.

PASTOR'S REPORT: The January 17, 2011 ALMS meeting will focus on service. A Religious Education Coffee will be held on January 23 to discuss religion in the workplace. ASP needs adult volunteers for the July 2011 service trip. A Liturgy meeting will be held on January 22 at 9 AM to discuss charges in the Mass Liturgy.

PRINCIPAL'S REPORT: Ms. Agnew and the staff continue their work on school climate. Preparations continue by the school staff for Open House on January 30.

INSTITUTIONAL ADVANCEMENT REPORT: The Alumni website is almost ready.

FINANCE: The majority of this meeting was spent reviewing the budget and determining next year's tuition amounts. The school budget was reviewed as well as collection for tuition and Extended Day. 3% single student increase in tuition was passed, along with increases in multiple children families. The school is doing a good job controlling expenses. Changes in mandatory Fundraising will be discussed at the next Board meeting. Amendments to the Collection Policy and Payment Method policies were discussed and are attached to these minutes.

LONG RANGE PLANNING: Subcommittee chairs were contacted to ensure that work continues. The Long Range Planning Committee will assist if a School Improvement Plan is required by the Archdiocese.

MAINTENANCE: Flooring for the gym balcony has been ordered.

NEW BUSINESS: Pat Hess will coordinate Spotlight on Service and work with Father Larry.

Submitted by Board Secretary Mark Szaflarski
Next meeting at February 7, 2011 7 PM in the Parish Center

Ascension School
TUITION AND FEES - COLLECTION
Policy No. 2011-01-10.002

- 1) Each year the School Board approves a written Tuition and Fee Schedule that sets forth the tuition, fees and mandatory fund-raising obligations for the following school year. Mandatory fund-raising is considered a fee for purposes of this policy.
- 2) In order to register a student, a family must sign a registration contract agreeing to pay, in a timely manner, all amounts due under the Tuition and Fee Schedule.
- 3) Families that pay full tuition in advance may receive a discount as set forth in the Tuition and Fee Schedule.
- 4) Tuition is billed in 11 monthly installments at the beginning of each month starting in July.
- 5) Tuition and fees payments must be current.
- 6) If a family fails to pay its monthly installment of tuition and fees on time, that family will be charged a late fee as stated in the Tuition and Fee.
- 7) If a family is not current, then that family must immediately contact Ascension School to make arrangements for bringing its account current. Those arrangements must be satisfactory to Ascension School.
- 8) If a family is not current, Ascension School shall have the discretion to take necessary steps to ensure payment is received, including exclusion from school.
- 9) Any payment to Ascension School that does not clear for any reason will result in a non-sufficient funds charge as set forth in the Tuition and Fee Schedule.

Ascension School
TUITION AND FEES: PAYMENT METHODS
POLICY 2011-01-10.001

Starting with the 2011/2012 school year, Ascension School shall require tuition payments to be made by automatic clearing house (ACH) unless a family pre-pays its full tuition in accordance with Ascension School policy or obtains written permission from Ascension School to use a different payment method.

Ascension School shall accept tuition payments by Master Card or Visa credit cards.

Replacing 2010-10-04.002
2009-04-20