

## Registration Instructions (Preschool):

The following items should be turned in at the time of registration.

- Signed Acceptance Information Letter
- Registration Form
- \$100.00 Registration Fee made payable to St. Gregory School
- Birth Certificate
- Student Emergency Form

The following items are yours to take home. Some of these forms are due at a later date.

- Preschool Information
- General Information
- Parent Clearance Information
- Tuition Information

All registrations are subject to approval by the pastor and principal.

No child is permitted to enter school until a birth certificate is provided.

Any student transferring to St. Gregory during the school year will be subject to a 90 day probationary period.

Families are required to register in the FACTS Tuition Program by **June 1<sup>st</sup>**. The first tuition payment must be made by your selected payment date in August and your balance must be paid in full by your selected payment date in May.

Anyone who is interested in applying for financial aid through the Bishop's Education Fund (must be Catholic) or the Scholastic Opportunity Scholarship (may be non-Catholic) must apply on-line. The link will be made available on our school site as soon as it is available. These applications are typically due by the middle of March and you must have your taxes done to submit with the applications. If you have not applied for the BEF or SOS then you will not be considered for aid through the parish.



115 Pine Street  
Zelienople, PA 16063  
phone 724-452-9731  
fax 724-452-4064  
email [schooloffice@stgregzelie.org](mailto:schooloffice@stgregzelie.org)  
[www.stgregzelie.org](http://www.stgregzelie.org)

## Preschool Information

St. Gregory Preschool believes that learning experiences and play activities encourage spiritual, intellectual, social and physical growth in a spirit of Gospel values. Every aspect of a child's personality; cognitive, social, emotional, physical or spiritual, should be challenged in some way. A rich and loving environment maximizes learning, so we nurture that environment. St. Gregory Preschool education provides the transition from home to a school atmosphere. The early learning years provide the basis for future learning.

### Preschool Staff

Preschool Coordinator: Sr. Patricia Myers  
School Principal: Mrs. Erin Harris  
Preschool Teacher: Mrs. Jennifer Byers

All members of the preschool staff are certified in Infant & Child CPR & First Aid and have complete clearances through the state and federal governments, as well as the Diocese of Pittsburgh.

### Programs

The 3 year Preschool program runs on Tuesday and Thursday from 8:45 to 11:30.  
The 4 year Pre-K program runs on Monday, Wednesday and Friday from 8:45 to 11:30.

### Tuition

3 year old program - \$100 per student per month (Aug-May) totaling \$1,000 for the year  
4 year old program - \$120 per student per month (Aug-May) totaling \$1,200 for the year

There is a one-time registration fee of \$100.00 per family. St. Gregory School siblings will get preference, followed by St. Gregory, St. Ferdinand & Holy Redeemer parishioners and then the general public.

### Preschool Requirements

- Child must be 3 years of age on or before the first of September to enroll in the 3 year program.
- Child must be 4 years of age on or before the first of September to enroll in the 4 year program.
- Child must be toilet trained.
- Child must display appropriate behavior in social interactions (i.e., no spitting, biting, hitting, etc.).

# *A little about our school:*

## **Our Vision**

Our vision, at St. Gregory School, is to ensure that all students receive a strong faith foundation which manifests the love of God and mutual respect for all. The strong collaboration among our school community fosters the development of each individual's unique gifts and talents to lead him/her to academic excellence. Through this, we are preparing our students to meet the challenges of today and tomorrow with determination.

## **Demographics**

Since Saint Gregory School was established in January of 1911, it has provided a quality, Catholic education to the children of our area. The school presently has students enrolled in preschool through 8<sup>th</sup> grade. The student body is made up of children from four (4) counties; Allegheny, Beaver, Butler and Lawrence, and from twelve (10) Catholic parishes; Holy Family, Holy Redeemer, Our Lady of Peace, St. Catherine, St. Ferdinand, St. Fidelis, St. Gregory, St. Kilian, St. Raphael, and Sts. John & Paul. We also have several members of various non-catholic churches.

Transportation is provided from eleven (11) public school districts; Ambridge, Butler, Ellwood City, Freedom, Mars, New Brighton, North Allegheny, Riverside, Rochester, Seneca Valley, and Slippery Rock.

## **Admission**

St. Gregory School admits students of any faith or race and provides the same rights, privileges, programs and activities to all who are enrolled in the school. However, since we are a Catholic school, all students are expected to fulfill all classroom requirements concerning the subject of religion and to attend and participate in weekly church services and programs with the exception of receiving the sacraments.

School regulations, in regards to admission of pupils, specify that a child must be of age on or before the 1<sup>st</sup> of September. Students entering the three year preschool must be three (3) years of age, students entering the four year pre-k program must be four (4) years of age, students entering kindergarten must be five (5) years of age, etc. *There will be no exceptions.*

All students entering Kindergarten must be have up-to-date immunizations. The student's birth and baptismal certificate (if not baptized at St. Gregory Church) must be presented at initial registration.

## **School Day**

Preschool – 8:50-11:30 am

Our 3 year program is here on Tuesdays and Thursdays.

Our 4 year program is here on Mondays, Wednesdays and Fridays.

Grades K-8

Tardy Bell	8:50 am	Start of Class	9:00 am
Close of Class	3:15 pm	Dismissal	3:20 pm

## **Extended Day Care**

Child Care is available for students in grades K-8 from 7:00 am before school until 6:00 pm after school each day that school is in session. If a child is not picked up by the time the car pool line has ended (about 3:25) he/she will be placed in the After School Care program. This program may be used daily, on specified days each week or on an occasional basis. There is an additional fee for this service and is billed on a monthly basis.

## **Activities**

The following activities are available to the students. This list is subject to change:

Student Council

Forensics

Drama

Band

Children's Choir

P.J.A.S. (Pennsylvania Jr. Academy of Science)

Science Bowl (Science Competition)

Computer Programming

Baker's Dozen (Baking Class)

Lab Ratz (Science Program)

## **Athletics**

The following athletic programs are available to the students.

Cross Country (Grades 1-8) Late Summer into Fall

Girls Volleyball (Grades 5-8) Fall

Boys & Girls Basketball (Grades 3-8) Late Fall through Winter

Little Dribbler's Basketball (Grades 1-2) Late Fall through Winter

Cheerleading (Grades 1-8) Late Fall through Winter

Boys Volleyball (Grades 5-8) Spring

Track & Field (Grades K-8) Spring

Football & Cheer (North Pittsburgh Catholic Ironmen)

# SAINT GREGORY SCHOOL

## VOLUNTEER CLEARANCE REQUIREMENTS

In an effort to help keep our children as safe as possible, the Diocese of Pittsburgh has implemented strict requirements for anyone who will be in contact with the children in any of their schools or parishes. Please review the following guidelines so that you can begin to take the steps necessary to be an active volunteer within our school. Until all of these requirements have been met, we are not able to allow you in the school beyond the main office.

Any parent, grandparent or other relative or friend who wants to volunteer in any aspect within the school (cafeteria volunteers, classroom mystery readers, coaches, etc.) is required to complete all of the following. . .

- Centralized DIOCESAN DATABASE  
(Your *CRIMINAL CLEARANCE* will be run automatically when you register in the database. You do not have to submit this separately.)
- Pennsylvania CHILD ABUSE Clearance
- FBI Clearance  
Volunteers who have lived in PA consecutively over the past 10 years are able to sign a waiver in lieu of getting their fingerprints done.  
If you have lived outside of PA at any time over the past 10 years then you are required to get fingerprinted.
- PROTECTING GOD’S CHILDREN workshop
- MANDATED REPORTER training

There are links available on our school web site ([stgregzelie.org](http://stgregzelie.org)) to help you through this process. To complete the On-Line Database you will need the access code: “protect”.

# St. Gregory School

## 2019-2020 Tuition Rates



1 <sup>st</sup> Child with Parish Subsidy	\$ 3300.00
2 <sup>nd</sup> Child with Parish Subsidy	\$ 2150.00
3 <sup>rd</sup> Child with Parish Subsidy	\$ 1650.00
Each additional Child with Parish Subsidy	\$ 1500.00
1 <sup>st</sup> Child without Subsidy	\$ 4300.00
2 <sup>nd</sup> Child without Subsidy	\$ 3650.00
3 <sup>rd</sup> Child without Subsidy	\$3100.00
3 Year Preschool	\$100 per month x 10 months = \$1,000
4 Year Pre-K	\$120 per month x 10 months = \$1,200

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To qualify for parish subsidy, families must:

1. Be registered practicing Catholics – That means that families must attend and participate in the Sunday liturgies.
2. Use the church envelopes assigned to the family for the support and maintenance of the parish.
3. Be active in parish fund-raising functions.

Failure to follow these guidelines will result in tuition subsidy being denied and the family will be responsible for the full amount of non-subsidized tuition. Families not registered with Saint Gregory Parish must get a Pastor Verification Form signed by their Pastor.

All new families must register in the FACTS tuition program no later than **June 1**. The first tuition payment must be made by your selected payment date in August. All tuition must be paid in full by the selected payment date in May. Information about the FACTS program can be found on the other side of this page.

Information on tuition aide through the Scholastic Opportunity Scholarship (SOS) Fund will be made available online. We usually have this information by the first week in February. Please continue to watch for this information to be posted on the site. Parish aide will not be granted in the fall to any family who does not apply for aide through the SOS program first.

If a student withdraws or is expelled, no refunds will be given. Parents are responsible for any damage to books or school property and will be billed accordingly. **All families are expected to adhere to the expectations set forth in the St. Gregory School Family Share Program.**

## FACTS Tuition Program:

St. Gregory School is partnered with FACTS Management Company to help us manage our tuition payment program and financial aid assessment. This program has proven to be more efficient and financially stable for St. Gregory School as well as providing convenience to our school families.

Here are the benefits of using FACTS for your tuition payment plan:

Payment Dates: You may choose either the 5<sup>th</sup>, 10<sup>th</sup> or 15<sup>th</sup> of each month as your payment date.

Convenience and Security: Along with multiple payment plan options, your payments are processed securely through a bank to bank transaction.

Payment Plan Options: Automatic payments can be made from a checking or savings account or from a variety of credit cards, if applicable. Keep in mind that when paying by credit card a nominal 2.8% convenience fee will be added. You can choose to have an invoice mailed to your home so you can pay by check or an invoice can be emailed for online payment.

Payment Fees: Sign-on fees have been established through FACTS to defray the cost of the program for St. Gregory School.

- There is no fee for in-full payment if paid by September 1.
- There is a \$10 per family annual charge for a twice/year payment plan. This plan is divided 50/50 with payments in August and February.
- There is a \$45 per family annual charge for the monthly payment plan. This plan begins in August and is divided over a 10-month period.

Peace of Mind Insurance: FACTS offers this optional benefit for only \$20/year, per family. In the event of death of the responsible party or spouse, the remaining tuition balance owed for the current school year is paid to the school.

Consumer Account: You may check your personal account or make payments online from the convenience of your home or office anytime.

It is important that St. Gregory School maintains a balance between its educational mission and financial stability and this is why we have chosen to work with the FACTS Management Company. Keep in mind that St. Gregory School still maintains the decision making. We will continue to work with families should special circumstances or hardship cases arise during the school year. If your family receives any type of financial aid, that amount will be incorporated into your payment schedule once the money is made available to us.

Family can register online for the FACTS Online Payment Plan using their website beginning February 1<sup>st</sup>. PLEASE COMPLETE THE PROCESS BY **JUNE 1<sup>st</sup>**.

Go to <https://online.factsmgt.com/signin/3N0GP> and you will find the step by step instructions from start to finish. When you are asked to provide an "optional" Family ID, this is actually NOT an option and this is a code that you create; it is not assigned. You can use both letters and/or numbers for this. If you have any questions there is a link on the school website that will explain everything.

We want to thank you for choosing St. Gregory School. It is important to us that we work together in order to provide the highest quality of education to your child/ren. We appreciate all our families and what they do for St. Gregory School as we remain committed to our mission.