

Saint Gall
Catholic Pre-School

Our primary goal is to prepare the children for their elementary school careers while knowing and loving God. We will provide quality care for each child by aiding in the discovery of their own self worth, knowing their own feelings and ideas are important. We will surround the child with staff members who have a genuine concern and sensitivity for them. Our program, which is developmentally appropriate, includes pre-reading, pre-math, science, art, music, large and small motor skills and Christian values.

Programs

Each year we offer a pre-school program for children 2 ½ through 6 years old. The curriculum will be based on the Christ Our Life religious program. We will also prepare the children to enter Kindergarten through phonics, letter and number recognition, counting and pre-reading skills. All this will be combined to present a well-rounded curriculum in both Christian values and pre-kindergarten scholastics. A \$75.00 registration fee is due at time of registration. This fee will help defer the cost of the children's religion books, snacks and art supplies. The program begins the Tuesday after Labor Day and will conclude mid June. The school is closed for holidays and during summer break.

Children are taught through song, action, and story that God is with them in everything they do. Children are taught to care for others as well as themselves. They learn to make the sign of the cross and the importance of prayer before meals and throughout the day. Our discipline is firm and consistent. One of our goals is to develop self-control within the child. (1-A)

Saint Gall Catholic Pre-School
1343 Centerville Lane
Gardnerville, Nevada 89410
782-3784 ext. 235
Theresa DeGraffenreid, Director/Teacher

15 School Year Calendar: The following holidays will be observed by the Pre-School and we will be closed on these days:

First Day of School – Sept. 8

Nevada Day - Oct. 30

Veteran's Day - Nov. 11

Thanksgiving - Nov. 26-27

Christmas Break - Dec. 21 – Jan. 1

Martin Luther King Day - Jan. 18

Presidents Day - Feb. 15

Spring Break – Mar. 29 - Apr. 2

Memorial Day - May 31

Last Day of School - June 11

- 16 Vacation Time:** You will receive vacation time credit equal to the number of days in one week of your assigned program. To receive this vacation credit, you must notify the center in writing no later than the Friday prior to your vacation. Your account must be current to receive a credit. If your child is enrolled prior to October 1st, you will receive one week of vacation per every six months of enrollment for that school year.
- 17 Parent Termination of Child's Enrollment:** To terminate enrollment, please give a two-week written notice prior to the withdrawal of your child(ren). Final payment is due on or before the child's last day at the pre-school.
- 18 Termination of Child's Enrollment:** Saint Gall Catholic Pre-School reserves the right to terminate enrollment; if the needs of the child cannot be served by the Pre-School, parents are uncooperative, such as but not limited to failure to pay fee, failure to submit required health information, failure to observe rules, including the child being potty trained, or if the child is a continual disciplinary problem, or is destructive.
- 19 Fee Policy:** Saint Gall Catholic Pre-School has expended the funds required for your child to attend during the period reserved for his/her use. The Pre-School is a non-profit organization. Therefore, charges are due in advance, prior to the next week of school, and no refunds or adjustments can be made if your child is absent. For record keeping purposes, payments should be made by check or money order rather than cash. Should you experience a hardship and are not able to make the required payment, contact the Director or church secretary. (1-D)
- 20 Additional Fees and Charges:** Class ends at 12:30 pm and if the child(ren) are not picked up by 12:45 pm, a late fee of \$1 a minute will be assessed. This fee is payable directly to the staff member on duty at the time of pick-up. Religious Education classes are held in these classrooms in the afternoon and we need to be clear of them for their preparation and set-up. (1-D)
- 21 Past Due Accounts:** We understand, at some times throughout our lives, we all experience financial difficulties. If this is your situation, please discuss it with the Director. She may be able to guide you to an assistance program. However, it is not our policy to increase our cost to cover unpaid tuition, and therefore we cannot tolerate unpaid tuition. Our policy on past due accounts are as follows: Late fees of 2% shall be applied to all accounts past due two weeks or more, and may also result in the termination of the child's enrollment. Accounts past due 30 days will be closed and referred to collections. Habitual past due balances shall result in discontinued enrollment. (1-D)
- 22 Refunds:** Saint Gall Catholic Pre-School is a non-profit organization; therefore, no

**SAINT GALL CATHOLIC PRE-SCHOOL
PROGRAM SCHEDULE AND FEES
Effective August 1, 2006**

Annual Registration Fee is \$75.00

Preschool Programs - 2 ½ to 6 years and Potty Trained

All Programs are 8:30 am to 12:30 pm daily.

Days	Monthly Cost
2	\$144.00
3	\$215.00
4	\$283.00
5	\$350.00

For 2 or more children from the same family, there is a \$2.00 discount for subsequent children.

(1-D)