

Kootenai Valley Christian School
1024 Montana Avenue
Libby, MT 59923
(406) 293-2303

Welcome to Kootenai Valley Christian School!

Thank you for your interest in KVCS. Our purpose is to provide an inter-denominational Christian center for academic excellence, to provide a community to model godly lives and principles before the students, and to assist families and churches in challenging the students to grow and mature into Christ-centered people.

Admission to KVCS is open to all and will not be denied on the basis of race, color, national, or ethnic origin.

Enclosed in this packet are materials to assist you in becoming acquainted with KVCS and assist you in the enrollment process. Included are the following:

1. The Parent/Student Handbook;
2. A school calendar;
3. Tuition and fees schedule; and
4. Student application. (Please be sure to fill out both sides.)

The first step in the registration process is to complete the Student Application and Enrollment Forms and return them to the school. Then an appointment for a family interview will be made.

Our prayer is that KVCS will be an extension of the teaching which you have begun at home. May God be glorified as we work together preparing your child to become a young boy or girl whose life is committed to Jesus through the rest of his/her days.

Kind regards,

Tom Gentry – Chairman

Abbe Heemeier Ken Kehn Lena Whitson

The Board of KVCS

Kootenai Valley Christian School

1024 Montana Avenue, Libby, MT 59923

406-293-2303

PRESCHOOL ENROLLMENT CONTRACT

Please be advised of the following policies:

- Current tuition and fee rates are published each spring at re-enrollment time.
 - Each parent is furnished with an enrollment contract at the start of the school year.
 - Payments are due on the first business day of each month, September through May. Any payments not received by the 10th of the month will be considered past due and assessed a late fee of \$10.00 per month. If it is not possible that payment be made at that time, it is the responsibility of the parents to notify the school board in writing or by phone and work out an agreeable arrangement. If your account becomes past due two payments, we will allow you 10 days to clear your account. If it is not cleared, your child(ren) will be withdrawn from school.
 - The first \$25 supply is due upon acceptance; the second \$25 supply fee is due in January.
 - The supply fee is non-refundable.
 - New students enrolling at mid-term will pay the full supply fee to purchase the student books.
- Tuition payments may be adjusted as necessary, depending on the date of enrollment.

Scrip is available at the Kootenai Valley Christian School office for all purchases made at Rosauers stores and is an important fundraiser to our school. 5% of each Scrip purchase comes back to KVCS as profit and it costs you nothing extra. We strongly encourage each family to use Scrip when shopping at Rosauers. It may be used like cash to purchase groceries as well as prescriptions and other items available at Rosauers.

Preschool 2011-2012	Supply Fee Due Sept.1 & Jan. 1	Tuition	Class Days	Student ages
Choice #1	\$25.00	\$90.00/mo	M, T, W, TH.	Pre-K
Choice #2	\$25.00	\$80.00/mo	M, W, F	4
Choice #3	\$25.00	\$70.00/mo	T, TH	3
Choice #4	\$25.00	\$60.00/mo	T or TH	3
Choice #5	\$25.00	\$100.00/mo	M,T,W,TH	Pre-K
Choice #6	\$25.00	\$90.00/mo	M, W, F	4
Choice #7	\$25.00	\$80.00/mo	T, TH	3
Choice #8	\$25.00	\$70.00/mo	T or TH	3
Choice #9	\$25.00	Tuition + \$5/day		

For choice #1, #2, #3, or #4 to apply, parents are expected to volunteer at least 2 times per month. Choices #5, #6, #7, or #8 are for parents who cannot volunteer.

Choice #9 is an extended preschool (7:30-12:00)

_____ Family has _____ child(ren) enrolled.

Total Tuition	\$ _____
Deduction	\$ _____
Scholarship	\$ _____
Total Due	\$ _____

I would like to pay my tuition in:

- One time payment in full
- Advanced payments of \$ _____
- 9 monthly installments of \$ _____
- Other _____

Signed _____ Date _____

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K-8TH GRADE ENROLLMENT CONTRACT

Please be advised of the following policies:

- Current tuition and fee rates are published each spring at re-enrollment time.
- Each parent is furnished with an enrollment contract at the start of the school year. This provides tuition payments pro-rated on a ten-month pay schedule.
- Tuition payments begin on September 1st of each school year. Payments are due on the first business day of each month, September through June. Any payments not received by the 10th of the month will be considered past due and assessed a late fee of \$10.00 per month. If it is not possible that payment be made at that time, it is the responsibility of the parents to notify the school board in writing or by phone and work out an agreeable arrangement. If your account becomes past due two payments, we will allow you 10 days to clear your account. If it is not cleared, your child(ren) will be withdrawn from school.
- Registration and book fees are to be paid before your child begins school. **A \$50 discount is given if these two fees are received by May 15.**
- No tuition or registration fee refunds will be given unless special conditions warrant such consideration and are pre-approved by the board.
- New students enrolling at mid-term will pay the full registration fee and the book fees will be pro-rated. Tuition payments may be adjusted as necessary, depending on the date of enrollment.
- Because our budget is dependent upon student commitment, a \$100.00 withdrawal fee is due for students who are withdrawn prior to the end of the school year.
- Each family is required to contribute 18 service hours, per quarter at the school. They may be per job or per hour, depending on the area you are serving. If unable to serve in this way, a \$50.00 quarterly fee must be paid to the school at the beginning of each quarter.
- Scrip is available at the Kootenai Valley Christian School office and is an important fundraiser to our school. 5% of each Scrip purchase comes back to KVCS as profit and it costs you nothing extra. We strongly encourage each family to use Scrip when shopping at Rosauers. It may be used like cash to purchase groceries as well as prescriptions and any other item available at Rosauers.

KVCS 2011-2012	Tuition	Book Fee	Registration	Service Hours
Kindergarten	\$1225.00	\$100.00	\$45.00	\$50/quarter
Grades 1-6	\$2450.00	\$150.00	\$45.00	\$50/quarter
Grades 7-8	\$2450.00	\$165.00	\$45.00	\$50/quarter

A \$20.00 deduction is given for a second child from the same family, \$40.00 for a third child from the same family, every child after that is free.

_____ Family has _____ child(ren) enrolled.

Total Tuition \$ _____
Deduction \$ _____
Scholarship \$ _____
Total Due \$ _____

I would like to pay my tuition in:

- One time payment in full (less 5% discount)
- Advanced payments of \$ _____
- 10 monthly installments of \$ _____
- Other _____

Signed _____ Date _____

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Tuition and Fees 2011-2012

The school board of KVCS desires to provide an excellent education for your child. Parental involvement, volunteer help, and fund-raising efforts will to keep tuition and fees to a minimum.

- STEP I - Application
- STEP II - Family interview
- STEP III - Notification regarding acceptance (by school to parents)
- STEP IV - Family Agreement:
 - a. Payment plan (Enrollment Contract);
 - b. Parent-Teacher Fellowship (PTF),
 - c. Service Hour participation (18 hours or \$50) per quarter (K-8)
 - d. Other details of agreement for the parents and the school, signed where applicable.

STEP V- Payment of tuition and fees based upon the following Schedule:

Preschool 8:30-11:00	Supply Fee (Sept.1 & Jan. 1)	Tuition	Class Days	Student ages
Choice #1	\$25.00	\$90.00/mo	4 days	Recommend child be 5 by 5-31-12
Choice #2	\$25.00	\$80.00/mo	3 days	4 or 5
Choice #3	\$25.00	\$70.00/mo	2 days	3, 4, or 5
Choice #4	\$25.00	\$60.00/mo	1 day	3
Choice #5	\$25.00	\$100.00/mo	4 days	Recommend child be 5 by 5-31-12
Choice #6	\$25.00	\$90.00/mo	3 days	4 or 5
Choice #7	\$25.00	\$80.00/mo	2 days	3, 4, or 5
Choice #8	\$25.00	\$70.00/mo	1 day	3
Choice #9	\$25.00	Tuition + \$5/day		

- Payment Schedule:
- a. Tuition is due the 1st of each month.
 - b. \$25 supply fee is billed twice-- upon acceptance and in January. Supply fees are non-refundable.
 - c. For Choice #1, #2, #3, or #4 to apply, parents are expected to volunteer at least 2 times per month.
 - d. Choices #5, #6, or #7, or #8 are for parents who cannot volunteer.
 - e. Choice #9 is an extended preschool (7:30-12:00)
 - f. Please attach a copy of child's immunization records to the application.

Grade	Registration Fee (non-refundable)	Book Fee	Tuition (Monthly x 10)	Service Hours
K	\$45.00	\$100.00	\$122.50	\$50/quarter
1-6	\$45.00	\$150.00	\$245.00	\$50/quarter
7-8	\$45.00	\$165.00	\$245.00	\$50/quarter

K- 8 Student Discount: 2nd child \$20/mo. discount, 3rd child \$40/mo. discount, 4th child free

- Payment Schedule:
- a. Non-refundable registration fee due upon acceptance.
 - b. Book fee due upon acceptance.
 - c. First monthly tuition payment due by the first day of school.
 - d. Last tuition payment due June 1st.
 - e. A \$50 discount is given for registration received by May 15.

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IN THIS COMMITMENT BETWEEN KOOTENAI VALLEY CHRISTIAN SCHOOL AND (FAMILY NAME)
_____ WE AGREE TO THE FOLLOWING:

1. We will faithfully support the school through our prayers and positive attitude, and share any complaints, questionable, or negative comments with only the people involved (administration or faculty), and not around our child(ren).
2. We understand the general philosophy of education and are in agreement with the purpose and intent of Kootenai Valley Christian School.
3. We agree with the standards of conduct and discipline and grant authority to the teacher and administration to discipline our child(ren) when necessary.
4. We understand that the standards of Kootenai Valley Christian School do not tolerate profanity, obscenity in word or action, dishonor to the Holy Trinity and the Word of God, disrespect to the personnel of the school, or continued disobedience to the established policies of the school.
5. We understand that our failure to report any prescribed program of medication, involvement with the law or juvenile authorities may be cause for immediate dismissal. We agree to report relevant psychiatric or psychological counseling information.
6. We agree to hold and support the high academic standards of the school by providing a place at home for our child(ren) to study, and to give our child(ren) encouragement in the completion of homework and assignments.
7. We will support the school by regular involvement at Parent/Teacher Fellowship meetings, workdays, open house and other school-sponsored meetings and activities.
8. We understand and agree to the school's financial policy.
 - A. Pre-registration and advance book fees are due upon student acceptance.
 - B. If a family so chooses, they may pay tuition in 10 equal monthly payments beginning September 1. Payment is expected by the 1st of each following month. A \$10.00 late fee will be assessed if payment is not received by the 10th.
 - C. If there is some difficulty in paying the account, contact should be made with the board as soon as the account becomes past due.
 - D. If student accounts become past due two (2) months, you will have 10 days to clear the account. If it cannot be cleared, your child(ren) will have to be withdrawn.
9. We understand that failure of the parents to comply with established regulations and discipline, parental commitment, and financial obligations will forfeit the student's privilege to attend Kootenai Valley Christian School.

We have read the commitments and we agree.

PARENTS' SIGNATURES

Father: _____ Mother: _____ Date: _____

E-mail _____