June 2016

Dear Parents and Legal Guardians:

Greetings! It is with great pleasure that I write to you as the principal of Saint Francis of Assisi School. I want to express my appreciation on behalf of the entire faculty and staff for the opportunity in serving your family in the spiritual, academic and social development of your child(ren). Through the support and commitment of our faculty, parents and students, our school continues to excel academically, grows in spirituality and reaches out in service to those in need in our local and global communities.

I am writing to inform you that much thought, preparation and careful planning goes into the budgetary process of our school. I am cognizant of the many sacrifices that our parents must make in order to send their child(ren) to Saint Francis of Assisi School. The financial stability of our school is based upon student enrollment and fundraising efforts, as well as support from our Advancement Office and Saint Francis of Assisi Parish.

Our annual budget is reviewed by Father Paul, Mr. Rick Timmerman (our business manager), our parish finance committee and me. With projected enrollment and financials, it was determined that the tuition increase for the 2016 – 2017 school year is $200. Enclosed you will please find information in greater details regarding the tuition rates and financials.

Included in this communication is the Tuition Payment / Holiday Cards Option Form. In order to proceed with preparations for the 2016 – 2017 school year, I ask that you please complete and return this form tomorrow.

As we plan for the future of our school in providing an educational program, which meets the spiritual and academic needs of our students, the continued support and involvement of our entire community (parents, parishioners, faculty, families, friends and alumni) is vital in advancing our mission and ensuring our long-term viability.

Once again, thank you for entrusting us to educate your child(ren) at Saint Francis of Assisi School for the 2016–2017 academic year. Your commitment to our school allows us to help your children grow in partnership with you. Thank you for your continued support, it truly is appreciated and commendable.

Sincerely,

Brian M. Cote

Principal