

St. Vincent de Paul School
6001 North University
Peoria, Illinois 61614

Dr. James M. Minick, Principal

Msgr. Jason A. Gray, Pastor

Registration Information: All registration will take place **online**. Computers are available in the school office for those who lack internet access. The office hours are 9:00 AM – 1:00 PM Monday – Friday in June and August. The school office is closed in July.

Tuition: Monthly tuition deductions will begin on July 3rd or July 17th. Those who chose to pay either annually or semi-annually should make their payment before the beginning of August. Refer to the tuition chart for your situation. Please include a SINGLE check (payable to St. Vincent de Paul) and separate from the registration fees. Checks for tuition and fees can however be put in the same envelope and can be paid anytime by:

- 1) visiting the parish office during business hours (8:30 AM- 4:30 PM),
- 2) depositing in the parish office mailbox outside the north church entrance doors during non-business hours, or
- 3) mailing to St. Vincent de Paul, 6001 N. University St., Peoria, IL 61614.

Registration Fees: Please include a SINGLE check (payable to St. Vincent de Paul) and separate from the tuition check for the following:

Refer to the registration fees chart for figuring your situation.

1. Book Fee (K thru 8 grades) ----- \$80.00 per student
*remember 1 student's \$80 book fee was subtracted in the chart if you paid the re-enrollment/new family registration fee in the spring of 2011. If not paid, then you **MUST** add \$105 (late fee included) to the total.
2. Computer Fee (K thru 8 grades) ----- \$50.00 per family
This fee is to help cover added computer expenses.
3. Cafeteria Fee (K thru 8 grades) ----- \$24.00 per family
This fee is to help pay the extra cafeteria help needed each day.
4. Sacramental Fee (2 and 8 grades) ----- \$25.00 per student
This fee is to cover the cost of liturgical supplies, teaching aides, pictures, etc., for students receiving the Sacraments of Reconciliation, First Communion, and Confirmation.
5. Playground Fee (K thru 8 grades) ----- \$15.00 per student
This fee is to help pay the recess supervisors and to purchase equipment for the playground.
6. Class Party Fee (K thru 8 grades) ----- \$2.00 per student
This fee is to cover some of the cost of room parties, etc. You may still be called upon to help when needed.
7. Kindergarten School Supply Kit Fee (K only) ----- \$21.00 per Kindergarten student
This fee should be **added** to your total school fees amount (see fee chart). Your Kindergarten student's school supplies are pre-ordered and will be in your student's classroom with the teacher on the first day of school.

Web Forms to be completed online:

Log into ParentsWeb (new families see instructions for first time users), under School Information tab, click on Web Forms tab.

*When filling in the Web Forms, please keep in mind that ALL PHONE NUMBERS MUST HAVE AREA CODES and ALL DATES MUST BE IN mm/dd/yyyy form.

* There is a SAVE button at the top and bottom of the form that you must click on one of them when finished updating/completing your form to “SUBMIT” to the school – (SAVE in ParentsWeb = SUBMIT to school) When you have clicked on SAVE, it is necessary to either click on the School Information, Web Forms tab again or click on the back arrow to update/complete a different form (a, b, or c below).

a) Signature Form – 1 per family

b) Student Field Trip Medical Form – 1 per student

Existing student’s information is still on the form. Please just update any information if necessary and then the date MUST be changed before saving or your form will not be received.

*Families who completed online re-enrollment in the spring do not need to complete the Family Demographic forms below.

*New families/K students – please complete the Family Demographic forms below.

c) Family Demographic Forms – Student Demographic, Student Medical, Custodial Parent, and Emergency Contacts (need 2 other contacts besides parents)

2011-2012 Student/Parent Handbook: The updated 2011-2012 St. Vincent de Paul Student/Parent Handbook can be found on the school’s website at www.svdpvikings.com under the School Tab. No hard copies of the handbook are being handed out.

Physicals with Immunizations: Students entering **Kindergarten, 6th**, and 9th grades are required to have a **physical** with immunizations and lead screening.

*Please make sure to complete the parent box at the top of the physical form, sign and date before turning into the school office. Your child’s completed **physical** form can be sent in the same envelope with tuition and school fees.

All physical requirements MUST be completed and sent to the school office by the first day of school (Aug. 22, 2011). Appointment dates are not acceptable.

Dental exams: Students entering **Kindergarten, 2nd grade, and 6th grade** or are **new** to the school must present proof of being examined by a dentist. Your child’s completed **dental** form can be sent in the same envelope with tuition and school fees. Please send **dental** forms to the school office as soon as completed.

Eye exams: Students entering **Kindergarten** must present proof of being examined by a qualified eye doctor – such as optometrists and ophthalmologists. Your child’s completed **eye** exam can be sent in the same envelope with tuition and school fees. Please send **eye** exams to the school office as soon as completed.

Hot Lunch Program:

Prices: The hot lunch (milk included) cost for the 2011-2012 school year increased to **\$1.90 per lunch**. Extras remain at **75¢**. The cost for milk for cold lunch remains **35¢**.

Menu: LUNCH MENU calendars can be printed off every month from the website at www.svdpvikings.com, click on the Lunch Menu link at the top of the HOME page. Lunch menus can also be viewed on ParentsWeb, under Student Information tab, Lunch.

* The hot lunch program will commence on Tuesday, August 23rd.

Program: The St. Vincent de Paul Hot Lunch Program is a scanning system used for hot lunch, extras, and milk (for cold lunch). There is no exchange of money in the cafeteria. Your student/s' ID card (every student has an ID card kept in the cafeteria) is scanned for their purchases and then charged to your FAMILY LUNCH ACCOUNT. Money is then deducted from your Family Lunch Account. Family Lunch Account balances and charges are available to be viewed via ParentsWeb, under Family Information tab, Family Billing, Details tab.

IMPORTANT NOTE ON ACCOUNTING:

* **A BALANCE IN PARENTHESES OR NEGATIVE means you have money (CREDIT)** in your Family Lunch Account to use to pay for your students' lunch charges.

* **A POSITIVE BALANCE** means that you (**OWE**) and need to deposit money in your Family Lunch Account to pay for your students' lunch charges.

Depositing Money into Family Lunch Accounts: There are two ways to put money into your Family Lunch Account for your student/s lunch charges.

1) Send money into the school office to be placed in the "Lunch Money" box on the counter (if sending cash you **MUST** put in an envelope with your Family Name clearly marked) or
2) PAY NOW system in ParentsWeb. All PAY NOW deposits will be automatically deposited into your FAMILY LUNCH ACCOUNT. Log into the school's ParentsWeb, under Family Information, Family Billing tab. Click on the "Pay Now" tab (on far right side) of the Lunch account. Follow the directions to set up the Pay Now feature. With this feature a parent can pay using:

- a) direct withdrawal from a savings or checking account (there is a service charge of 85¢ per transaction) or
 - b) a debit/charge card (there is a service charge of 3.75% the transaction amount)
- *NOTE: Visa charge NOT accepted.

Worker help: Anyone interested in being a kitchen worker (11 AM -1 PM), please contact Mrs. Faye Dutart at 691-0367 for more information.

Grades 1st – 8th school supply kits: If you purchased the pre-packaged school supply kits (Grades 1-8) through the Women's Guild "Write Stuff" program which are to be delivered to the school, then your student's school supply kits will be available in their classroom with the teacher on the first day of school. Your student's kit should be brought home the first day of school and all items labeled and returned to school by the end of the first week.

If you did not purchase the pre-packaged kits, the school supply lists can be found on the school's website at www.svdpvikings.com under Supply Lists.

Uniforms: Lagron-Miller Catholic Supply store (681-9171) will have a 2-week 25% off uniform sale for all St. Vincent de Paul families. The sale runs from Monday, July 25th - Saturday, August 6th. All jumpers, skirts, shorts (excluding bike shorts), pants, and sweaters must be purchased at Lagron-Miller. In order to receive the 25% off during the two week period, just identify yourself as a St. Vincent de Paul family to the store clerk. No coupons are needed.

White shirts will NOT be included in this sale since the white shirts may be purchased at any retailer. Lagron-Miller will also have a 1-week 25% off sale sometime in January at a date TBA. School uniforms are also available at Harris Uniforms and Luer's both on Sheridan Road.

Used Uniform Sale – The Women's Guild will host its Used Uniform Sale outside at the front entrance to the school, rain or shine, on **Saturday, July 16th** from 3:30 PM until 5:30 PM before and after 4:30 PM Mass and **Sunday, July 17th** from 8:15 AM until 1:00 PM before and after Masses. (Uniforms for sale include girls and boys white shirts, girls and boys navy pants and shorts, girls plaid jumpers and skirts, SVdP sweatshirts, SVdP hooded sweatshirts, SVdP sports uniforms, PND navy and beige pants and shorts, PND white and blue dress shirts.)

Peoria Notre Dame will host its Used Uniform Sale in the commons on Friday, July 15th and Saturday, July 16th. Times for the sale TBD at a later date, please call PND at 691-8741.

Uniform Sweatshirts - Sweatshirts can be purchased at any time at Identity Apparel. The store is located at 4301 N. Prospect Ave. Peoria Heights, phone is 682-5400, and their store hours are 9:00 AM - 6:00 PM Monday-Friday, 10 AM – 3 PM Saturday, Closed Sundays. Identity Apparel will be on hand at Back to School Night for cash and carry and special ordering. If sweatshirts are purchased at Back to School Night there will be a special discount offered and a portion of the proceeds is donated back to the school. *The option of having your name added to the back of the sweatshirt will be available for an additional fee.*

Before/After Care: If interested in Before/After Care for your student(s), please see attached Before/After Care Information Letter. The CARE sign-up form is available online on ParentsWeb, School Information, Web Forms tab or on our school's website. As stated in the information sheet, the Before/After Care registration fee will be added to your 1st bill.

Bus Service for District #150: At this time, District #150 has not made a final decision on the cost of transportation for the 2011-2012 school year. The following figures are based on the 2010-2011 school year cost. The total could be different starting in August depending on District #150's final decision. Payments (made to St. Vincent) can be made in one sum annually, semi-annually, or monthly. The bus sign up form is available at the school office. If interested in bus service, please come to the school office to complete the sign up form, pay the bus fee, and receive your student(s) bus passes.

Over 1.5 miles:	FREE (K thru 8 grade)			
Under 1.5 miles:	<u># of children</u>	<u>Annual fee</u>	<u>Semi-annual fee</u>	<u>Monthly (9) fee</u>
	1 child	\$130.00	\$65.00	\$14.50
	2 children	\$178.00	\$89.00	\$19.85
	3+ children	\$202.00	\$101.00	\$22.50

Men's Club/Women's Guild: Looking to get involved? The Men's Club and Women's Guild support and help our parish and school through their many programs and events. More information about these organizations as well as a listing of the current board members and calendar of events can be found on the school's website at www.svdpvikings.com under the Parent's Tab.

If interested in joining the Men's Club, please print, complete, and return the attached Annual Membership form along with \$15 dues (separate check from school tuition and fees). Form and

dues can either be returned along with your tuition/fee payment, or can be placed in the Sunday collection basket. Due to changes with adding a parish-wide directory, there is no collection of dues from the Women's Guild.

Please see the attached **Volunteer Form** and consider volunteering for one or more of the many exciting events sponsored by the Women's Guild and Men's Club or to help with the various needs of the parish. It is a great way to get involved and acquainted with fellow parishioners and/or your child's classmates and teachers. Forms can be printed, completed, and returned directly to each organization via the school or parish office. Please return the Volunteer form by **Sunday, July 31st** to help us coordinate the volunteer efforts before the start of the next school year especially if you are interested in being a room parent. Room parent assignments are under way. If you have any questions, please contact Joeley Hishon, Programs VP at 683-3072, or hjhishon@comcast.net