



Bullitt County Public Schools

1040 Highway 44 East
Shepherdsville, Kentucky 40165

502-869-8000
Fax 502-543-3608
www.bullittschools.org

To: Jesse Bacon, Superintendent *JB*

From: Sheri Hamilton, Director of Elementary Education *SH*
Anne Marie Landry, Preschool Coordinator *AmL*

Date: October 16, 2018

Re: Request for Tuition Based Preschool

In order to qualify for state funded preschool, students are eligible based on income or developmental delay. Several surrounding counties offer a tuition based program including Oldham, Warren, Nelson, Spencer and Bardstown City. A tuition based program will allow our preschool department to serve more students. Additional students that do not qualify by either income or developmental delay would be able to participate based on availability. For example, at Maryville Elementary there are only 9 students in the AM and 8 in the PM. We have several slots available at this site for tuition based opportunities.

We would like to begin this program in January of 2019 opening it up initially to children of BCPS employees that reside in Bullitt County. Along with this memo we are including our BCPS Preschool Tuition Based Guidelines and the 18-19 Preschool Tuition Contract.

The preschool department has worked with the finance department to develop the contract and guidelines for the BCPS Tuition Based Program. Upon approval, we will reconvene in March to create the 19-20 contract. The contract for the 19-20 school year will include the opportunity for the general public to participate at a higher rate. BCPS employees will pay a discounted rate.



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1040 Highway 44 East
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Preschool Office 502-869-2615
Preschool Office Fax 502-922-9431
www.bullittschools.org

BCPS PRESCHOOL TUITION BASED GUIDELINES

The Bullitt County Preschool Program is committed to helping preschool students gain the knowledge and skills necessary to be successful now and in their future education.

As a service to our community, we are welcoming additional students whose families are able to pay tuition to attend our program. This is in addition to students that qualify for state funded preschool based on income and a developmental delay. The following guidelines have been established in order for families to participate in the tuition based program:

1. All schools offer tuition slots as space is available.
2. Tuition slots are only for children who are 4 years old by August 1st of the current school year.
3. Families must provide their child's transportation to and from school each day.
4. If all allocated slots at a given school are filled and a qualifying child enrolls, the last enrolled tuition based student will be exited from the program.
 - a. A family that loses their tuition based slot may request a transfer to another preschool location from the Preschool Coordinator. If approved, parents must provide transportation.
5. Students accepted into the tuition based program must attend regularly, or the student will be exited from the program. After a maximum of 4 consecutive absences, a parent will be contacted by the teacher. After an additional 4 consecutive absences the teacher will inform the preschool secretary to contact the parent. At this time, the preschool department reserves the right to exit the child from the program at the end of the current paid month. Families are responsible for tuition regardless of attendance.
6. The family shall provide at least two (2) weeks prior written notice to the preschool secretary in the event that they choose to withdraw their child from the preschool program.
7. Proof of residence, birth certificate, physical exam, current immunization and eye exam will be required to begin preschool.
8. A developmental screener will be administered to establish a baseline for progress.
9. Tuition slots are filled based on availability, in the following order:
 - a. Children of BCPS employees
 - b. Children who live in the school district in which they are applying
 - c. Transfer request to another school in BCPS
10. Parents will need to fill out a Tuition Based Registration Form.
11. Parents will be notified if there is an available spot for tuition based preschool by the Preschool Secretary.

Upon notification, parents will have one week to accept the slot, complete a Preschool Tuition Contract, and send in a \$50.00 non-refundable registration fee to hold the slot. This registration fee and preschool tuition contract should be mailed to:

Bullitt County Public Schools
Attention: Brittney Ashby
1040 Highway 44 East
Shepherdsville, Ky. 40165
12. The cost for preschool is \$720 per child, for the remainder of the 2018-19 school year (Jan 2019-May 2019) regardless of the number of days or hours the child attends. This breaks down to \$144.00 per month/per child. The annual rate will be prorated by month only. (A child starting in February will pay \$576.00 instead of \$720.00).
13. Tuition is due in full by January 15, 2019 or may be payroll deducted over six paychecks, beginning with the February 1, 2019 check, through the April 12, 2019 check. For payroll deduction, families must notify Brittney Ashby in the Finance Department by January 9, 2019 that they wish to participate.

Equal Education and Employment Institution



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2018-2019 Preschool Tuition Contract For BCPS Employees

The undersigned parent/guardian consents that their child's enrollment in the tuition-based Bullitt County Public School preschool program is subject to the terms and conditions as set forth herein. _____ (initial here)

Parent/Guardian Name (Print)

Employee Number

Child's Name

Email Address

Address

City, State, Zip Code

Daytime Phone

Evening Phone

Tuition Payment Options:

4 days/Week, Mon-Thurs 3.5 hrs/day, AM or PM based on availability.

- ☐ Annual: one yearly payment in January for \$720 (due by Jan. 15, 2019)
☐ Payroll Deductions: \$120/per check over 6 payrolls (Begins Feb 1, 2019 thru Apr. 12, 2019)

OTHER TERMS AND CONDITIONS:

- Tuition Collection:** Tuition is due in full by January 15, 2019 or finance department notified by January 9, 2019 of payroll deduction.
- Delayed Enrollment Date:** If enrollment date is a date other than the beginning of school, the tuition will be prorated based upon the monthly rate.
- District and School Policies:** Acceptance of this contract binds families to all applicable policies of the Bullitt County Public School district, the enrolling school and any policies applicable to preschool.
- Withdrawal:** In the event of early withdrawal, the family shall provide at least two (2) weeks prior written notice to the Preschool Secretary.
- School Year:** The Bullitt County Public School District Calendar will be followed, with adherence to the Preschool schedule of Monday through Thursday.

AGREEMENT:

I have read this contract and I agree to the terms and conditions as stated:

Parent/Guardian

Date

Parent/Guardian

Date

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