



**CONTRACT for FULL-DAY,  
FEE-FOR-SERVICE KINDERGARTEN  
for the 2012-2013 SCHOOL YEAR**

Welcome to the Full-Day, Fee-for-Service Kindergarten Program at Portland Public Schools (“District”).

The District has a legal obligation to provide your student a half-day of kindergarten. Many Parents/Guardians, however, prefer a full-day program. The District’s Full-Day, Fee-for-Service Kindergarten (“Program”) provides Parents/Guardians the opportunity to enroll their student in a full-day kindergarten classroom while paying tuition only for the second half of the school day. Please read and sign this Contract, making sure to complete the information below and in Section 5. We look forward to a great year for your student!

**School Name:** \_\_\_\_\_

**Student Name:** \_\_\_\_\_

**Parent/Guardian 1 Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, ZIP:** \_\_\_\_\_

**Telephone(s):** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Parent/Guardian 2 Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, ZIP:** \_\_\_\_\_

**Telephone(s):** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**District and Parent/Guardian agree as follows:**

**1. Important Definitions and Terms.**

- A. Full-Day, Fee-for-Service Kindergarten (“Program”). A District program requiring the student’s Parent/Guardian to pay a fee (“tuition”) for the second half of the school day.
- B. Tuition Waiver. A student is eligible for a tuition waiver based on (1) family eligibility for Free and Reduced Priced Meals and (2) if the student resides within District boundaries.
- C. Free and Reduced Priced Meals (“FARM”). Federal program offering school lunch discounts based on income guidelines. Please request a FARM application.
- D. Neighborhood Student. A District student attending his/her assigned neighborhood school.
- E. Intra-District Transfer Student. A District student attending a school other than his/her assigned neighborhood school.
- F. Inter-District Transfer Student. A student from another school district attending a District school on an approved Inter-District transfer.

**2. Contract Term.** This Contract is effective for the 2012-2013 School Year calendar as adopted or amended by the District’s Board of Education.

**3. Tuition and Scholarships.**

- A. Tuition Amount. Tuition is \$3,015 for the 2012-2013 School Year or **\$335/month**, September through May.
- B. Scholarships. Families qualifying for FARM will receive full tuition waivers and not pay tuition. Families who do not qualify for FARM and whose income is 250% or less of the federal poverty rate, may request a temporary tuition discount based on severe financial hardship. **To receive a tuition discount, your family must live within the District boundary.**
- C. Tuition Payment Schedule. Payments are due by the fifth day of each month at the rate listed in Section 5. Parent/Guardian must select a payment method from the options in Section 5.
- D. Tuition Collection/Delinquency. Payments are considered past due on the 10th day of each month. District reserves the right to take appropriate action to collect tuition amounts in arrears. If the Parent/Guardian fails to make timely tuition payments, the consequences are as follows:
  - o Neighborhood Student: On the first school day following the 10th day of the second month of failing to pay tuition, your student will not be allowed to participate in the Program, though s/he may continue to attend the half-day kindergarten session at the school location.

- Intra-District Transfer Student: On the first school day following the 10th day of the second month of failing to pay tuition, your student will not be allowed to participate in the Program. Your student must return to his/her neighborhood school to attend a half-day session unless the principal of the transfer school allows him/her to remain enrolled in the half-day session at the transfer school.
- Inter-district Transfer Student: On the first school day following the 10th day of the second month of failing to pay tuition, your student will not be allowed to participate in the Program. Your student must return to his/her resident district unless the principal of the transfer school allows him/her to remain enrolled in the half-day session at the transfer school for the balance of the school year.

E. Non-refundable Tuition Payments. Tuition payments are non-refundable. District may cancel or terminate any and all services if deemed necessary by District. District may remove any student from the Program if tuition payment is in arrears. If you withdraw your student from the Program for any reason, the District is not obligated to refund any portion of the tuition payment for the month in which your student withdraws. However, District shall refund any tuition payments made for months beyond that month in which your student withdrew.

4. **Fee-supported Program.** This Program is fee-supported. If there are not enough tuition-paying families to cover its costs, District may discontinue the Program. If the Program is discontinued the above-listed school will offer only a half-day, no-fee kindergarten program. District may increase or decrease tuition payments. District must notify Parent/Guardian in writing of any such adjustments at least 30 days before their effective date.

5. **Payment Plans.** Families qualifying for FARM pay no tuition. Please read and complete the table below:

Fees	Monthly Costs	Number of Service Months	Total	Method of Tuition Payment (forms attached)
<input type="checkbox"/> Tuition	\$ _____	9 (Sept. – May)	\$ _____	<input type="checkbox"/> Personal Check (no form needed)  <input type="checkbox"/> Credit Card  <input type="checkbox"/> Auto Withdrawal  <input type="checkbox"/> Paid in Full
<b>Eligibility for Tuition Reduction</b>				
<input type="checkbox"/> I want to request a tuition discount and will submit a completed 2012-2013 FARM application. District will mail forms to families in July. Result letters will be sent in August. If you submit your contract and FARM application in August or September, contact district program manager to determine eligibility at number below.	<u>Eligibility Results (To be completed by District):</u> <input type="checkbox"/> Full pay (family does not qualify for tuition reduction) <input type="checkbox"/> Free (family qualifies for FARM) <input type="checkbox"/> Severe Financial Hardship Discount (family does not qualify for FARM, but will submit hardship application for temporary discount).			
	<b>FINAL TUITION</b>			

6. **Termination.** Either party has the right to terminate this Contract with 30 days' written notice to the other party. Student withdrawal will also terminate this Contract. In the unlikely event that District cannot offer fee-for-service, full-day kindergarten in the 2012-2013 School Year, this Contract will be terminated.

**PARENT/GUARDIAN SIGNATURES**

\_\_\_\_\_  
Parent/Guardian 1 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian 2 Signature

\_\_\_\_\_  
Date

**DISTRICT SIGNATURE and CONTACT INFORMATION**

\_\_\_\_\_  
Gregory C. MacCrone

\_\_\_\_\_  
Date

**CONTACT INFORMATION:**

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