



STUDENT ENROLLMENT

at LSA for the 2012-13 School Year

I pray that your school year has been a blessing to your child and family. The Parent Survey that was completed in December, for both the elementary and high school, gave us a lot of valuable feedback as we make plans for the coming school year. This cover letter will detail some of the plans and also the re-enrollment and new student enrollment procedure.

With this cover letter are 3 things:

1. Schedule of Tuition and Fees for 2012-13
2. Updated Collection Procedures
3. Enrollment Forms – to fully enroll, turn in both enrollment form and fees. If you have a need for an additional registration form, please let the school know at 233-2000.

LSA does enrollment beginning in February to prepare for next year.

It is critical to do enrollment early in order to 1) give our current families the first opportunity to reserve their student desks as many classes have limited space AND 2) to give us the kind of time we need to plan and staff for the coming year. Registering in February also saves families money as the registration fee goes up to \$100 in March and then \$150 in April, etc. up to \$350 in August. Since plans are being made as registration forms are returned, we remind families that the registration is non-refundable.

Any new students to LSA complete the new student enrollment form. Returning students can re-register using the re-enrollment form. Registration fees should accompany all registration forms beginning in February in order to be fully registered.

Some details as you read this packet of information:

- **Budget** – the LSA runs a 3 million dollar budget. Church assessments, donations, and tuition are the 3 income streams to operate the school. Any way you can help give, encourage others to donate, or invite another family to LSA helps us all. One way right now is to participate in our upcoming auction. Each classroom is being asked to secure some auction items. Attending the auction is also a fun way to support LSA.
- **Tuition** – the cost to educate one child at LSA is over \$5,700. We obviously do not charge this amount to any of our students. We have a small increase for next year which is really all most families can handle. We want to improve LSA and make it affordable. Please look into financial aid and talk to your church or Mr. Karsten.
- **Fees** – are remaining the same with a commitment that we evaluated each one and the way we collect it. Plans are made when these fees are secured...which is why most are non-refundable. Let me attempt to talk to some background behind our fees.

1. The **registration fee** helps us plan on student desks.
 2. The **activity fee** collected up front saves us time in the office AND is figured on a student average for overall operations. Each grade level might “use it” differently, but this fee cannot be one that parents question as to “what am I getting for this fee”...it is an overall operational fee that covers items like: elementary yearbook, some specific class materials, some trips and speakers, bus use and gas, etc.
 3. The **technology and textbook fee** is used toward future ongoing upkeep and upgrade. Not all grades each year will see this but our curriculum review cycle and technology plan for adding and maintaining what we use to educate our students will be addressed yearly and will impact the education overall.
 4. The **athletic / participation fee** is used to fund programs. This used to be just athletics...we are expanding to include other programs. Not all programs see new uniforms and equipment each year, but overall we must fund, maintain, and enhance our programs with this fee. Depending on the program, fees are used for transportation and coaching along with needed items for the year. This fee, not tuition, covers these things for those students.
- **Payment plans** – consider our 12 month pay plan option which begins in June – August prior to the beginning of the year. Spreading out your payments (including a few of the fees) over 12 months might help your family.
 - **Payment procedures** – payment on time for ABC, lunch, and tuition is essential for responsible operations. It’s the responsible thing to do on behalf of all of our churches, faculty, students, and families. We develop a tight budget that counts on payments in a timely manner so school expenses can be met and kept in the future.
 - **Financial aid** – the new student scholarship helps encourage new families to consider LSA. Financial Aid is also available, once you are registered, to any family based on need. File on-line at www.factsmgt.com before April 30. Tax information will need to be sent in for your application to be completed.
 - **Scrip with financial aid** – families who file for financial aid need to be helping themselves also by participating in our LSA scrip program. There are cards available in the office each week. All families that use scrip are accumulating tuition dollars for their family. Talk to the office about this program and use it each week.
 - **Parent Referral Program** – growing the school with the kinds of students that add to LSA is our goal. Having the opportunity to serve another family is #1. Additional tuition income also helps us all as we operate the school. We will give your family tuition aid dollars if you bring in another family. Tell someone about LSA.
 - **Staffing updates** – we have asked our current staff about their plans to return and are staffing around these conversations. A new high school principal is joining us for the coming school year. Other staffing decisions will be shared.