

Our Lady of Guadalupe

Parent Agreement

2017-18

The faculty, staff, and administration of Our Lady of Guadalupe School are committed to providing a faith-based, academically rigorous education, infused with our Catholic traditions and values. We depend on parental support in order to fulfill this mission. Please read the following parent agreement; then sign and return the bottom portion, accepting your responsibilities as partners with us in your child's education.

AGREEMENT

1. We understand that the school is a Catholic, parish school under the jurisdiction of the Archdiocese of Los Angeles. We accept, therefore :
 - a. that the pastor of the parish is the ex-officio chief administrative officer of the school who carries out the policies of the Archdiocesan Advisory Board and, on points not covered by Archdiocesan policy, determines policies appropriate to the needs of the school.
 - b. that the principal is responsible for the immediate direction and supervision of the school program.

2. We understand that certain responsibilities require our continuous support if the school is to fulfill its mission. We agree, therefore :
 - a. to actively practice our faith by regularly attending Mass and participating in parish life so that religion and faith become realities in the lives of our children.
 - b. to encourage our children to learn by providing the appropriate home environment (space, time, support) for homework, reading, projects, etc.
 - c. to abide by all school and Archdiocesan policies and regulations and to positively accept all disciplinary actions, including withdrawal of our child/children, for non-compliance with these policies and regulations.
 - d. to communicate respectfully with all personnel at all times and to communicate to our child/children our support of school personnel and policies.

- e. to promptly complete and return all forms and records necessary to comply with school, Archdiocesan, and state regulations.
- f. to make reasonable efforts to participate in school activities such as Back to School Night, Open House, parent-teacher conferences, PTO meetings, etc.

3. We understand that tuition and fees cover only a part of the total cost of educating our children. We agree, therefore:

- a. that the obligation to pay all charges for the full academic year is unconditional and that tuition and fees may not be refunded or pro-rated upon early withdrawal.
- b. to make regular and prompt payment of tuition/fees;
- c. to contribute consistently to Our Lady of Guadalupe Church either by church envelopes or Parish Pay (if receiving the parishioner discounted tuition rate).
- d. to assist in making up the deficit by assuming the following fund raising responsibilities:
 - 1) to participate in the SCRIP PROGRAM at a minimum level of \$200 profit per family due May 31, 2018, or buy out by October 31st.
 - 2) to fulfill my parent service requirements and fulfill my fundraising obligations as outlined in the Tuition/Fee Schedule.
- e. to abide by the decision of the pastor/principal should our circumstances require us to request exemption from all or part of our obligations.

(Please detach bottom portion and return to school office)

ACCEPTANCE

_____ **LAST NAME (Please Print)**

Our signatures below indicate our willingness to fulfill our obligations according to this agreement. We understand that we will be asked to withdraw our child/children from the school if we fail to fulfill our responsibilities under this agreement. Any outstanding balances due to Our Lady of Guadalupe School may also be cause for non-readmission.

Father's signature: _____ Date: _____

Mother's signature: _____ Date: _____

Print student(s) names and 2017-18 grades

_____	_____
_____	_____
_____	_____
_____	_____