



St. Austin Catholic School
A community of faith, learning and action.

2015-2016 Information Packet

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Our Mission:

*St. Austin Catholic School prepares students to be **Christ-centered**, academically strong, moral community leaders.*

St. Austin Catholic School

2015-2016 Timeline and Checklist

Dear Prospective Parents,

We are thrilled that you have taken an interest in St. Austin Catholic School. In this document you will find additional information about the 2015-2016 Admission Season. Application for admission and **all required documentation** is due Friday, February 12, 2016. It is strongly encouraged that applications be submitted well ahead of the due date. Upon receipt of a completed application, you will be contacted to an assessment (Pre-K and Kinder) or schedule a shadow visit and informal assessment (1st through 8th Grade) for your child. Both the admission application checklist and timeline can be found below.

2015-2016 Timeline:

February 1, 2016 – Open House

February 13, 2016 - 2015-2016 Admission Applications due (Applications received after this date, will be considered on an ongoing basis and upon enrollment space availability.)

February – March – Assessment and Playdates for Prek-Kindergarten and Shadow visits for grades 1st through 8th (language arts and math benchmark will be administered during each prospective student's shadow visit.)

March 21, 2016 week of – Notifications mailed

April 10, 2016 – Registration Applications due

April 2016 – New Family Elementary Orientation

Application Checklist:

- \$150 application fee with completed application
- Birth Certificate
- Immunization Record*
- Sacramental Records, if applicable
- Parish letter indicating active parishioner status, if applicable
- Transcript Records to be sent from current school (1st through 8th Grade)
- Teacher Recommendation Form to be sent from current teacher

*Note: Documentation of past and current immunizations is required of all students who attend St. Austin Catholic School, as mandated by the Diocese of Austin.

Upon receipt of a completed application, a shadow visit will be scheduled. There is a \$50 assessment fee due at the time of the shadow visit/assessment. Please feel free to contact Keili Smith with any questions:

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St. Austin Catholic School

General Information

History

Since 1917, St. Austin Catholic School has been educating Kindergarten through Eighth grade students. In the fall of 2009 we opened our doors to our first ever Pre-K 4 class. With one homeroom per grade, St. Austin fosters a strong sense of community to a maximum of 234 students. Families from all corners of the Austin metropolitan area, 40 different zip codes, make up our small community. The diversity of the student body is a rich part of the St. Austin Catholic School tradition.

St. Austin Catholic School has seen many changes through its almost 100 year history, but these things remain unchanged: a curriculum focused on academic strength; a structured yet nurturing environment; a small, active and involved community; and the heritage and traditions of our Catholic faith as the keystone of the St. Austin experience.

In 2005, St. Austin was awarded national Blue Ribbon School status – the first private/parochial school in the Austin metropolitan area to receive this honor!

Spirituality

Every member of the St. Austin Catholic School community is called in faith to follow Jesus Christ; called to be people of prayer and service. We give thanks for, celebrate, and share our blessings:

Daily -Students, faculty, and visitors pause to acknowledge the blessings of a new day through student led prayer. Daily instruction of our Catholic faith guides our students in a closer relationship with Christ. Religion is not just a core subject, but infused into all areas of study.

Weekly – Our student led school Masses are celebrations and examples of our students' deepening understanding of our faith. Our community as a whole comes together to celebrate the blessing of the Eucharist.

Monthly -Extensions of our community worship experience are our gatherings in "Faith Families", comprised of students representing the different grade levels. Our school community participates in many varied social and community outreach projects. The projects include collecting money, food, or clothing, or offering physical assistance. Through our social outreach, our community acknowledges our bountiful blessings while helping our neighbors.

Curriculum

The St. Austin Catholic School curriculum is the manifestation of the school's culture in learning. The culture of learning implies learning non scholae, sed vitae (not only for school, but for life), and takes place both in and out of the classroom. The St. Austin Catholic School curriculum is held up by four essential standards – rigor, thought, authenticity and diversity. Students who complete the course of studies at St. Austin Catholic School will be able to:

- Continue to develop a deeper understanding of who they are in relation to God, others and all creation. They will understand they have a role to play as stewards and builders of the Kingdom of God.
- Appreciate and respect the achievements and contributions of men and women of diverse cultures, creeds and races.
- Meet the intellectual, social and ethical challenges of living in a technological society.
- Think critically so that they will be prepared for responsible citizenship, life-long learning and productivity in society.
- Demonstrate competency in a broad-based curriculum as defined by the accrediting agencies Texas Catholic Conference Education Department (TCCED) and the Southern Association of Colleges and Schools (SACS).

Foundation content areas of study are: math, language arts, science, social studies and religion. St. Austin's curriculum also includes instruction in the fine arts – music and art, library sciences and physical education. Technology is integrated into each class' regular instruction in all content areas. Middle School students also choose from a variety of elective opportunities each semester.

Accreditation

St. Austin Catholic School is accredited through the Texas Catholic Conference Education Department (TCCED), which is recognized by the Texas Education Agency (TEA) for the purpose of accrediting Catholic schools in the state of Texas. We are accredited by the Southern Association of Colleges and Schools (SACS) and hold membership in the National Catholic Education Association (NCEA).

School Hours

Pre-Kindergarten - 5th Grade 7:50 a.m. – 3:15 p.m.

6th -8th Grade 7:50 a.m. – 3:20 p.m.

School doors are unlocked at 7:30 a.m. Students remaining on campus fifteen minutes after dismissal will automatically be placed under the supervision of our extended school day program, Eagle's Nest, until the parent arrives. A fee is charged for this service.

Eagle's Nest- After School Care Program

After school care is provided on campus under the supervision and management of school faculty. The program is available on scheduled school days, not including early dismissal days, until 6:00 p.m. This service is offered on a monthly or drop-in basis.

Discipline

St. Austin Catholic School strives to create an atmosphere that reflects God's love for each individual. Our goal is to model care and respect for all students and faculty. Teachers provide many opportunities for students to grow and develop a positive self image. Positive reinforcement and encourage is used to help students grow in self-discipline and personal responsibility.

Development

There are two (2) major fundraisers at St. Austin Catholic School: St. Austin City Lights and Grand Tour.

Grand Tour is the only fundraiser that requires 100% participation of ALL school families. Each family is encouraged to raise a minimum of \$300, per student, through the solicitation of pledges. The funds raised from this event are part of our general revenue budget and are vital to the financial stability of the school.

St. Austin City Lights is our fall fundraiser and financial support from school families is optional; however, it is hoped that families will volunteer their time and talents in the planning of this event. We strive to reach supporters outside of our current school families such as parishioners, alumni, friends of St. Austin, etc. The funds raised from this event are earmarked for a pre-determined program area and for our general revenue budget.

Uniforms

Uniforms are required of all students in Pre-K through 8th grades. Mass uniforms are required of all students on the days Mass is celebrated. Uniform guidelines will be distributed with the enrollment packet.



St. Austin Catholic School

2015-2016 Tuition and Fees

Tuition and Fees

Tuition payments are an important investment in each child's education and religious formation. During the 2015-2016 school year, the projected cost to educate every student will exceed \$8,400. In addition to tuition, this cost is subsidized by St. Austin Parish, individual donations, and fundraising from St. Austin City Lights and Grand Tour.

Catholic and non-Catholic Classification

Active Catholic families are defined as those who are participating active parishioners* at St. Austin Catholic Parish or another Catholic Parish in the Diocese. For those families, who are parishioners outside of St. Austin Catholic Parish, a letter from their home parish indicating that they are active parishioners will be required.

**For the purpose of this policy the definition of active parishioners are those who regularly participate in weekly Liturgy and provide regular recordable giving to their home parish within the Diocese.*

Non-Catholic families are defined as those who are not registered as active parishioners at St. Austin Catholic Parish or any other Catholic Parish in the Diocese.

2015-2016 Tuition		
<i>Paid according to 2015-16 Tuition/Fee Authorization Plan</i>		
	2015-16 Tuition Catholic/Non- Catholic	2015-16 Mandatory Fees (Tech \$50, Admin \$50, Class Fund \$ 150 for the year.) <i>Will be paid along with tuition according to your Authorization Plan.</i> \$250 for 1st child \$200 for each additional child (No Admin Fee for additional children)
Tuition Pre-K 3 & 4	\$6500/\$7500	
Tuition K-2	\$6200/\$7200	
Tuition 3-8	\$6000/\$7000	
*There is a \$200 discount off the total tuition for 3 or more children enrolled.		

Current Student Re-Enrollment Fee	
<i>Paid in March according to your CURRENT Tuition Authorization Plan</i>	\$350

New Students Fees	
New Student Application Fee <i>Paid online when application is submitted</i>	\$150
New Student Assessment Fee <i>Paid by check or cash at shadow visit or play date</i>	\$ 50
New Student Enrollment Fee <i>Paid by check within two weeks of acceptance</i>	\$475

2015-16 Tuition/Fee Authorization Plan

EVERY family will file an authorization plan with the comptroller.

Payment Options: Annual ~ May with a 2% discount, Semi-Annual ~ May & Oct, 10 Monthly Installments ~ May thru Feb

NEW: Must choose EITHER the 13th OR the 24th for money to be withdrawn

Must use ACH (checking account). Debit cards will not be permitted under any circumstances. Credit cards will only be allowed on a case by case and month by month basis.

Optional Fees

ALL Optional Fees will be paid through an Authorization Plan on file with the Comptroller

	Amount to be paid	Month to be charged
Eagle's Nest - Full Time	\$200/ month for 1 st child, \$150/month for additional child	*Paid each school-year month (Sept - May) according to Authorization Plan
Eagle's Nest - Drop In	\$15/day per child	**Paid each school-year month (Sept - June) according to Authorization Plan
Morning Drop Off - Full Time	\$40/ month per child	*Paid each school-year month (Sept - May) according to Authorization Plan
Morning Drop Off - Drop In	\$5/day per child	**Paid each school-year month (Sept - June) according to Authorization Plan
School Supplies	TBA	Paid in August according to Authorization Plan
Fall Sports (Volleyball or Football)	TBA	Paid in September according to Authorization Plan
Vision/Hearing/Scoliosis Screening	TBA	Paid in October according to Authorization Plan
Choir	\$120	Paid in November according to Authorization Plan
Winter Sports (Basketball)	TBA	Paid in January according to Authorization Plan
Band	\$170	Paid in February according to Authorization Plan
Re-Enrollment for next school year	TBA	Paid in March according to Authorization Plan
Spring Sports (Soccer, Track, Tennis, Golf)	TBA	Paid in April according to Authorization Plan

*December Eagles Nest & Morning Drop Off for full time students will be charged for the full amount even though students will be gone partially for the holidays. To offset this, no payment is due in August. **Drop in Eagles Nest & Morning Drop Off payments will be made the following month of actual drop in. (For example, all January drop in charges will be paid in February).

Tuition Assistance

St. Austin Catholic School offers a limited amount of tuition assistance to active St. Austin Catholic Parish families who have experienced financial hardships. Applications for assistance are available on the school website or at the parish business office.

Tuition assistance is considered on a yearly basis and applications for financial assistances must be submitted each year in order to be considered for aid. Tuition assistance applications are reviewed anonymously by FACTS Management and the Financial Aid Committee. Applications for the 2016-2017 school year are due February 12, 2016. To apply log onto:
<https://online.factsmgmt.com/signin/45L1X>



St. Austin Catholic School

Admission Policy

Non-Discrimination

St. Austin Catholic School accepts children of any race, color, sex, religion, national origin, or ethnic origin, provided that the parents agree to submit their children to the rules and regulations adopted by the school. St. Austin Catholic School complies with all applicable State and Federal laws regarding discrimination. For enrollment purposes, enrollment space priority will be given as follows:

1. Current St. Austin students
2. Siblings of current students
3. Active parishioners of St. Austin Catholic Parish
4. Active Parishioners of a Catholic parish within the Diocese
5. Non-Catholics

Meeting Individual Needs

St. Austin wants to serve every student we possibly can. The well-trained staff of St. Austin Catholic School deals with students on a highly individualized basis. However, certain needs may require different professional attention than we are able to provide. The school reserves the right to refuse admission in cases of this nature. In particular,

- The school cannot accept children with behavioral problems.
- The school may accept children with special physical or learning needs if the principal, after assessing child, and consulting with guardians, and involved staff members, finds that those needs can be adequately met by the staff.
- Should behavioral, learning, or physical problems surface during the school year, a student's status will be reassessed. The principal – again, after consulting with parents and all involved staff members will decide whether the school can offer the special programs needed to continue the proper development of the student, or whether other arrangements should be made.

Admission Decision

The admission decision will be reported to the family via letter or email the week of March 21, 2016. Prospective families, who are offered an enrollment space must contact the admission office by April 11, 2016 with their decision to accept or decline the offered enrollment space. At that time, all new student fees and additional registration forms and documents are due to secure new student's enrollment space. Students accepted after March 23, 2016 will begin the registration process and fee schedule upon admission.



St. Austin Catholic School

Diocesan Admission and Continuation Policy

Attending a Catholic school is a privilege, not a right. However, the schools of the Diocese seek to offer a broad range of educational opportunities. Catholic schools reserve the right of the principal to withdraw a student when such is in the best interest of the local school and/or the student.

In order to enter first grade, a child must be six-years-old on, or before, September 1. Age must be verified by an official birth certificate. In accordance with this policy, on or before September 1:

- Pre-Kindergarten 3 applicants must be three (3) years of age
- Pre-Kindergarten 4 applicants must be four (4) years of age
- Kindergarten applicants must be five (5) years of age
- First grade applicants must be six (6) years of age

An out-of-state child who is underage may enter the next appropriate grade if the child has completed the preceding grade and meets all other admission requirements.

Each local school shall require each applicant for enrollment to have a completed application form which includes a disclosure form, a release of confidential information/records form, and a locally developed set of written requirements for proceeding through the application process.

Any student seeking admission from a non-accredited institution or from home schooling shall have achievement testing (at the family's expense) prior to entrance. Individual local schools may require additional testing and information prior to acceptance or denial of acceptance of any student. Test results and assembled information may be used for placement purposes.

A principal is encouraged to include in the local application procedures any or all of the following: interview of parent and / or student; consultation with appropriate personnel of present and / or former school(s); review of social, medical, psychological, educational evaluation; and, locally administered admissions testing. Schools may elect to include additional requirements in the written procedures.

Catholic educators recognize and attempt to address the needs of all those who seek a Catholic education. Although not legally bound to provide services for all students, schools will examine their ability to meet the needs of students who request entrance. In considering individual applications for admission, the following areas may be considered: impact on finances, impact on school personnel, duration of need for special services and goals of the school.

The principal shall decide whether to accept the child, to deny acceptance or to conditionally accept the child. If the child is conditionally accepted, the parent/guardian must sign the Conditional Acceptance Form. The school shall monitor and periodically review the progress of the student and shall provide a progress report to the parent/guardian. At the end of the time period specified in the Conditional Acceptance Form, the principal shall then determine whether enrollment shall be continued or termination shall be required.

¹SOURCE: Diocesan Office of Education Handbook Policy - 301, May 2001.
²Complies with diocesan regulations and Texas Education code 21.101.



St. Austin Catholic School

Diocesan Immunization Policy

Every student enrolled in a Catholic school in the Diocese of Austin shall be immunized against vaccine preventable diseases caused by infectious agents in accordance with the immunization schedule adopted by the Texas Department of State Health (commonly known as the “Minimum State Vaccine Requirements for the Texas School Entrance/Attendance”). Each year, every student must present evidence of the required immunizations from a physician or health care provider authorized to administer immunizations to the school before the first day of school. The immunizations must be current. A student who fails to present the required evidence shall not be accepted for enrollment.

There are no exceptions to the foregoing requirement unless the student presents a written statement signed by the student’s physician (M.D. or D.O.) who is authorized to practice in the State of Texas, stating that:

- the physician has examined the student;*
- the physician has determined that the student has either:
 - an allergy to the vaccination(s) identified in the statement and will suffer severe allergic reaction(s) described in the statement;
 - an immunodeficiency described in the statement and will suffer a serious health risk(s), which is also described in the statement, if the student receives the vaccination(s) specifically identified in the statement; or
 - a neurological disorder described in the statement and will suffer a serious health risk(s), which is also described in the statement, if the student receives the vaccination(s) specifically identified in the statement; and
- it is the physician’s judgment that the student will pose no serious health risk to the rest of the school community if admitted to the school without receiving the identified vaccination(s).

Exceptions under this policy apply only to the vaccine(s) specifically identified in the physician’s statement as causing a severe allergic reaction or a serious health risk to the student.

The physician’s statement under this policy shall be in a form that is acceptable to the Superintendent of Catholic Schools of the Diocese of Austin. The superintendent shall make acceptable forms available.

Immunizations are not in conflict with the Catholic faith. Conscientious objections or waivers, which may be permissible for enrollment in public schools, do not qualify as an exception to this policy (Atty. Gen. Op. GA-0420).

*A physician’s exam and renewal of exemption are required upon entrance to elementary, middle school, and high school.

SOURCE: Diocesan Office of Education Handbook policy, 311; *Adopted: 5/03; Revised: 6/08*