



# The Roman Catholic Archdiocese of Washington

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## Archdiocesan Elementary School Tuition Policy Review and Revision

### Reason for Review

#### May 2015

Catholic Schools Office received letters of concern from pastors of archdiocesan elementary schools regarding schools' lack of compliance with policy regarding publishing tuition rates.

#### August 2015

CSO staff conducted an audit of schools' published tuition rates.

*Audit finding: overwhelming majority of schools not compliant*

#### September 2015

Moderator of the Curia granted permission to review policies related to setting tuition rates in

*Policies for Catholic Schools* - section 4000 to improve compliance and transparency.

### Overview of Review Process

- February 2016 – April 2018 Committee formed and meetings commence, to include: consultation with pastors, principals, parents, and research.
- April 2018 – Committee submits recommendation to superintendent
- May 2018 – Superintendent presents recommendation to Board of Education for input
- August 2018 – Superintendent presents to elementary school principals for input
- September 2019 – Superintendent presents to Administrative Board
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The Tuition Policy Ad Hoc Committee recommended policies be amended for the following reasons

#### Policy 4230

- Provide clarifying language related to parish tuition assistance and expand pastor discretion to utilize parish tuition assistance for multiple-child families and other purposes.

#### Policy 4300

- The policy needs to be changed in recognition that schools may offer more than one program, for which one tuition rate must be set.

#### Policy 4310

- The policy needs to be changed in recognition that schools may offer more than one program for which tuition rate must be set.

#### Policy 4330

- The policy change is for the purpose of providing a deadline for schools to provide the annual tuition statement.

#### Policy 4331

- Policy 4331 was consolidated into Policy 4330 as part of proposed policy language.

#### Policy 4340

- Pastors have requested clarifying language regarding criteria for a student to be eligible for the Catholic rate. The former policy provided being “Catholic,” as the criteria. Further, the former policy provided the benefit of a subsidized rate for those students who may not need a subsidized rate.
- The recommended language offers the option of providing grants to “active parishioners,” in lieu of a Catholic rate, at the pastors’ discretion. The recommended policy language emphasizes the role the parish plays in supporting Catholic education and eliminates the “discount” approach.

#### **The following policies were adopted:**

##### **4300 Setting Archdiocesan School Tuition Rates**

All archdiocesan schools shall set and publish tuition rates in accord with procedures set forth by the archdiocese.

##### **4310 Cost of Educating an Archdiocesan Student**

The pastor, canonical administrator, or board of limited jurisdiction, shall establish a tuition rate for each program that takes into consideration the full cost of educating a student in that program.

##### **4320 Advisory Recommendations for Archdiocesan Schools**

All tuition rates shall be established after reviewing the recommendations of the principal, school board, finance council and other appropriate advisory bodies.

##### **4330 Archdiocesan Tuition Policy Statement**

All archdiocesan Catholic schools shall publish a written tuition policy statement that details the total cost, tuition rates, payment schedules, methods of payments and consequences of non-payment of tuition.

- The written tuition statement shall be published no later than February 1, for the coming school year.

##### **4340 Active Parishioner Grants**

Once each archdiocesan Catholic school has established one tuition rate for each program, it may establish and publish a grant or other program to subsidize tuition for active parishioners in the Archdiocese of Washington.

##### **4350 Parish Tuition Assistance**

Parish tuition assistance shall be made available to families with demonstrated financial need for circumstances determined by the pastor, including families with multiple children enrolled in tuition-based educational programs, material changes in a family’s financial circumstances, or at the pastor’s discretion.