



Toddler Program 2012–2013

For students ages 15 months through 3 years

September 4, 2012, through June 18, 2013

Closed and no child care available
 All federal holidays
 The Wednesday before and the Friday after Thanksgiving
 December 19, 2012–January 1, 2013

Schedule Options

5 Full Days Monday–Friday 9:00 am–3:30 pm	\$1207
3 Full Days Wednesday, Thursday and Friday 9:00 am–3:30 pm	\$823
2 Full Days Monday and Tuesday 9:00 am–3:30 pm	\$615
5 Half Days Monday–Friday 9:00 am–12:00 noon	\$658
Extended Care	
Morning Child Care Monday–Friday 7:30 am–9:00 am	\$80
Afternoon Child Care Monday–Friday 3:30 pm–5:30 pm	\$100
Morning and Afternoon Child Care Monday–Friday 7:30 am–5:30 pm	\$175
Additional Unscheduled Child Care	\$12/hour
Child Care–only days 9:00 am–3:30 pm	\$50
9:00 am–12:00 noon	\$25

Fees

New-student application	\$75
Enrollment	\$100
Materials (for full school year)—non-refundable	
2 day and 5 half-day	\$225
3 day and 5 day	\$275

Tuition Schedule

Schedule Options	Annual Tuition (if paid monthly)	Tuition Deposit (June or final month's tuition)	Monthly Tuition	Semiannual Tuition Payment (includes 3% discount for payment by September 1 and/or February 1)* 1st half/2nd half
5 Full Days	\$12,070	\$1207	\$1207	\$5854/\$4683
3 Full Days (Wed, Thurs, Fri)	\$8235	\$823.50	\$823.50	\$3994/\$3195
2 Full Days (Mon, Tues)	\$6145	\$614.50	\$614.50	\$2980/\$2384
5 Half Days	\$6580	\$658	\$658	\$3191/\$2553

*This payment is calculated by multiplying the monthly tuition by 5 multiplied by 0.97 for the September–January payment (e.g., $\$1207 \times 5 = \$6035 \times 0.97 = \$5854$) and multiplied by 4 for the February–June payment. If a child is withdrawn before the end of the school year, the 3% discount is forfeited.

Enrollment Procedure

To apply for admission to Issaquah Montessori, provide **a completed application form accompanied by a \$75 application fee.**

If your application is accepted, the following items are required:

1. **An signed enrollment contract** (provided by Issaquah Montessori) and **a \$100 enrollment fee.** Signatures of both parents or guardians must be affixed for the contract to be accepted by Issaquah Montessori.
2. **Payment of the appropriate materials fee for the full school year. This fee is not refundable.** This fee is prorated when enrollment occurs mid-year.
3. **Payment of a non-refundable tuition deposit equal to one month's tuition, due at the time of enrollment.** This deposit will be applied to the final month of the school-year tuition.
4. **Completed Emergency Medical Consent, Contact Information and Immunization Record forms.** The date of the most recent physical exam must be recorded. Immunizations must be current. (Exemptions may be accepted for personal or religious reasons.)

Mission Statement

Issaquah Montessori School provides a nurturing, supportive community wherein children, parents, and teachers learn and express respect for themselves, each other and the environment. We bring the heart of our multicultural heritage to care for and benefit this community and our world.

Tuition Payment and Billing Procedures

- Tuition is based on a ten-month period.
- Payments may be made semiannually, or in ten equal installments, each due on the 1st day of the month to which it applies. A 3-percent discount applies to semiannual payments made by September 1 and February 1.
- We prefer that you make payments by automatic withdrawal. If you pay by check and we receive two late payments, we will require that all future payments be made by automatic withdrawal.
- Tuition is due in full, despite vacations, school closures, illness or absences.
- If you need to make other payment arrangements, we will be happy to discuss reasonable alternatives.
- We offer a 3-percent discount for full-time enrolled siblings of full-time enrolled students. This discount applies to the student with the lower tuition fee.

We charge a \$30 fee for each returned payment. If we do not receive a tuition payment by the 10th day of the month, we charge a \$25 late fee. If we do not receive payment by the 15th day of the month, your child will not be allowed to attend the school until you make payment arrangements with Issaquah Montessori.

Add-on time for additional schooling is computed at the rate of \$12 per hour, rounded to the nearest quarter hour. These fees are due at the time of pickup or can be added to your next tuition payment. You are required to call the school to determine whether space is available for your child. A late fee of \$5 per quarter hour after scheduled dismissals will be billed if you have not made prior arrangements. Children in after care who are picked up after 5:30 pm will be billed at \$2 per minute.

Parent Participation

Participating in your child's education and developing a strong sense of community that comes from working with others toward a common goal are central to the mission of Issaquah Montessori School. Your active involvement is vital to the challenging work of educating all our students.

We encourage

- Attendance at parent-teacher conferences
- Attendance at Parent Connections and parenting classes
- Attendance at all school picnics, teas and plays
- Complete and timely reading of all school communications, such as email messages, Friday Folder Notes, newsletters and whiteboard announcements
- Voluntary participation as a reading parent, classroom helper, material maker, laundry or sewing helper, or field-trip driver or coordinator

These activities align your child's home and school experience as we form an extended community.