



# CAMPBELL CHRISTIAN SCHOOLS

*"Building a firm foundation" since 1967*

## **School Billing Policies for 2020-2021 School Year**

Due to difficulties surrounding the COVID-19 virus, Campbell Christian Schools has adopted the following billing policies for the 2020-2021 school year. These policies are to remain in effect until it is deemed safe to return to normal operating status with our county health department. In the event a change to these policies is necessary, parents will be provided a 2-week notice of the change. Due to the ongoing concerns related to the virus, the school is working hard to maintain flexibility for both our family's well-being and to provide the best possible academic experience within the constraints of a global pandemic.

### **Full Day, In-Person School Operations (Coming School Year Fees Unchanged from Plans)**

Campbell Christian Schools is a ministry of the Campbell Church of Christ. Because we have an extensive campus, we are planning on providing a full-day program for all students with social distancing measures, Personal Protective Equipment, and self-contained cohorts (classrooms that do not mix with other classrooms). This plan will utilize our main classroom teachers along with enrichment and academic coaches to provide a full school day that meets county health department guidelines while maintaining a vibrant educational experience. The following are the costs associated with this program:

#### **Grades K-3 Program (all listed prices are for 9 months billing, more options are available)**

*\$1,303 monthly*

#### **Grades 4-5 Program (all listed prices are for 9 months billing, more options are available)**

*\$1,391 monthly*

#### **Grades 6-8 Program (all listed prices are for 9 months billing, more options are available)**

*\$1,549 monthly*

### **Full Day, E-Learning Option (Discounts Applied from Coming School Year Fees)**

Campbell Christian Schools' administrators realize that the current pandemic has created the necessity for flexibility in the schooling options for students. Not only do we suspect some families to have concerns related to their child attending in person academic activities, we also realize there may be exposure related quarantines, illnesses that require students to stay at home for more than a day or two, and shifting shelter in place orders. For these reasons, we have instituted an additional E-Learning program that will run concurrent with our in-person platform. This platform is expected to run until at least January, and we will be ready to have this program extend, if necessary, beyond that time period. The school administration will assess the necessity of this program and dates offered over time in light of health department

guidelines and parent requests. After careful consideration and analysis of school human resource costs and other fixed costs, the school could offer this program at a 10% discount, as we are able to cut certain yearly costs such as field trips, consumables, furniture purchases and repairs, and a portion of our utility costs with students learning from home. As a not-for-profit, Campbell Christian will continue to assess its budget as related to what is charged for this and other programs related to distance learning.

**Grades K-3 Program (all listed prices are for 9 months billing, more options are available)**

*\$1,173 monthly*

**Grades 4-5 Program (all listed prices are for 9 months billing, more options are available)**

*\$1,252 monthly*

**Grades 6-8 Program (all listed prices are for 9 months billing, more options are available)**

*\$1,394 monthly*

**Financial Policies**

- Parents will be asked to sign up for a program prior to school starting, and due to limitations on social distancing, once a class is assigned the student will not be allowed to switch classrooms once they are set.
- All costs related to changes in programs become effective on the first of the month following the change. No proration or refunds will be considered for mid-month changes. This policy is set for both changes to less costly and more costly tuition, and the goal is to limit costly and time-consuming monthly changes for families and the school.
- At any point a student may switch to our e-learning platform. This may be a preference or need-based (quarantine, parental health concerns, shelter in place orders, concerns over COVID-19 exposure, or requirement by doctors, health department officials, or illness by the student).
- Students switching to e-learning platforms will have their tuition adjusted the next billing cycle, and not earlier, no matter when in the month the decision to change or requirement is given to go to e-learning. For example, a student starting September 10<sup>th</sup> on e-learning will have their tuition adjusted on October 1<sup>st</sup> for the new month, no earlier.
- If a new shelter in place order is given universally, all students will transition to the new e-learning cost the next billing cycle automatically. This new e-learning cost will start at the new billing presented on the 1<sup>st</sup> of the following month and continue until the 1<sup>st</sup> of the month after school is allowed to resume in-person learning. For example, if the entire school is asked by county health officials to close and begin full e-learning on September 12<sup>th</sup>, the new rate will go in effect on October 1<sup>st</sup>. Alternatively, if students go back after a close on October 12<sup>th</sup>, the in-person price would not go in effect until November 1<sup>st</sup>.
- If a classroom is required to be quarantined due to possible exposure, every member of that classroom will automatically go to 1-month of the e-learning cost beginning the

next billing cycle. Families will continue that billing, if necessary, because of health concerns or preference. Students who choose to come back to in person learning will go back to the in-person price on the first of the month following in-person attendance.

- Parents who choose to go to e-learning because of a preference will have to stay on that program for at least a month. We will not be able to have students go back and forth on the e-learning platform throughout the month based on preference. This policy may be waived by the school administration in the interests of health and safety, need based on employment, and other scenarios not outlined here. Our goal is to safely provide services in a reasonable manner—we will make decisions that we feel meet these important goals while supporting families and health directives. New rates always start on the 1<sup>st</sup> of the month following any change in program. The exception to this policy on 1-month requirement for e-learning is for health directives, shelter in place orders, health department quarantines, and illness.
- Campbell Christian Schools has made a decision to cap classroom sizes at 24 students per classroom cumulatively (this number includes both distance learning and in-person students); however, due to the fluid nature of health orders, required quarantines, illnesses, and pace of virus infections, students are not guaranteed the same teacher as students move back and forth between distance learning and in-class activities—there simply is no way to guarantee the same teacher.
- Campbell Christian reserves the right to require doctor's notes of health and COVID-19 negative tests if deemed necessary and as allowable by law in order to attend school in-person. We realize that there is much to learn, many opinions, and various avenues for guidance. Because of this, Campbell Christian Schools will follow county guidelines on what is safe, including guidelines on facemasks, quarantines, and shelter in place orders. More guidance will be given on this policy over time, but the goal is to provide a safe, effective learning environment and following local rules is key.
- All discounts, including prepayments and multiple child, will be honored by both programs. Prepayment adjustments will apply as a charge or credit on the account and any refund will be provided at the end of the academic year or upon termination of enrollment. If a refund is needed prior you may email our accounts receivable representative below. The purpose for this policy is to limit ongoing adjustments back and forth, but we want to ensure parents that they can receive a refund of prepayments in the event of major changes to their child's program.

Any changes to plans, questions regarding plans, and these policies may be sent to Veronica Medina at [vmedina@campbellchristian.org](mailto:vmedina@campbellchristian.org).