



2019-2020 Registration Letter

Jesus Lives! God Said It... I Believe It!

Please read through each section so that you are prepared for August 7th Registration Day!

1. Tuition 2019-2020 (10% increase)

- 1 Child= \$2,475
- 2 Children= \$3,465
- 3 Children= \$4,207.50
- 4 Children= \$4,702.50

2. Registration Fee 2019-2020 (same as 2018-2019)

- 1 Child= \$425
- 2 Children= \$675
- 3 Children= \$875
- 4 Children= \$925

3. August 7th Registration Day 12:00-7:00pm

- Please be sure to attend the August registration day for book fees, athletic fees and other packets of information.
- **If you cannot attend, please call or email Mr. Raddatz to make other arrangements.**

4. Athletic, extracurricular, t-shirt and other book fees

- There are more fees that will be due on registration day like; bibles, hymnals, folders, assignment books, t-shirts, extracurriculars, and the like) **Please be prepared to write at least two checks on registration day. One check will be written to the "Shepherd Lutheran PTO" and the other will be written to "Shepherd Lutheran School".**

5. FACTS

- FACTS will now be used as our accounting program to keep track of the tuition schedules and payment collections including child care:
 - Payments may be processed by (Credit Card, Automatic Bank Draft, or Invoice)
- **All families** if they wish to enroll their children at Shepherd Lutheran School will need to register through FACTS and choose their payment plan and method before their child can start school on August 21st.

6. **FACTS Tuition Assistance Fund**

- Our tuition assistance fund is currently funded by congregational offerings and the after school child care program, so if you would like to donate to that fund to help struggling families just speak with Mr. Raddatz.

7. **Registration Packet**

- Registration is now available to fill out online, as well as a printable document. *(We prefer families to use the online fillable form)*
 - *If you print the form you may turn it into the office, but remember to register on FACTS through the school website to complete your registration.*
- Completely fill out and register your payment plan on FACTS to complete the process
- Registration can be accessed through the school's website:
 - Just click the link and start filling it out.
 - <http://shepherdlutherschool.com/register-pay-tuition/3302377>
 - After you have finished the entire registration form it should direct you to the FACTS sign on page. Here you can create an account and choose your payment plan and method of payment for the next school year.
- Lastly, your **registration payment** is due before your child is fully registered at Shepherd Lutheran School. (See point #2 for registration fees)
 - Please make your registration payment after your FACTS account has been verified. Depending on what you choose for your payment option will help determine how your registration fee can be collected.

8. **Be sure to have all unpaid tuition from 2018-2019 paid in full before July 31st**

9. **Handbook Update**

- The Board of Christian Education has decided to make a more clear change to the dress code of Shepherd Lutheran concerning hair color
 - **Hairstyles (PLEASE REVIEW)**
 - Hair is to be clean, neatly groomed, and out of the eyes for both boys and girls
 - Extreme or sensational (i.e. included but not limited to long over shaved cuts, dreadlocks, Mohawks, faux hawks or designs cut into the scalp or eyebrows) hairstyles are not allowed.
 - No hair coloring is acceptable.

10. **School Opening**

- Our school year will begin with a special opening day chapel service at 8:00 a.m. on Wednesday, August 21st. It would be wonderful if parents are available to attend as well.
- On Sunday, August 25th, at our regular service time **9:30a.m.**, Pastor Swanson will preach on the importance of Christian education. All students (K-8) will participate in the service through song. We'll further celebrate the beginning of the school year with snacks and fellowship after the service.

11. Grade Alignments

- God continues to bless our school with students. As our enrollment numbers vary per grade we need to at times change how our grades are aligned.
 - Miss Keller will be teaching grades K&1 with a total of 13 students
 - Miss Swoboda will teach grades 2&3 with a total of 17 students
 - Mr. Raddatz will teach grades 4&5 with a total of 17 students
 - Mr. Schultz will teach grades 6-8 with a total of 7 students
 - As of this letter our enrollment is: K-9, 1st-4, 2nd-7, 3rd-10, 4th-9, 5th-8, 6th-4, 7th-2, 8th-1 **Total=54**
- It is quite clear that Christian education is extremely important for the spiritual and mental development of children. This is why our congregation pays over half of every student's tuition in order to keep the cost of Christian education affordable for both member and non-member families. Shepherd Lutheran Church and School would like to reach out to as many children and families as we can. So, please continue to:
 - Make a concerted effort to tell your friends, neighbors, co-workers, relatives, fellow church members, and anyone else that you happen to meet about the great education here at Shepherd. As a bonus for you, for every family that you recruit for Shepherd, you receive \$250 discount off your tuition.
 - Most importantly, pray that God would continue to bless our school and send us children and families.

12. Health

- According to our handbook, all new students enrolling in school are to show written evidence of a physical exam. Feel free to use whatever form your doctor uses. Please get this done before school starts.
- Please check your child's immunization record and make sure that it is up to date. All of you are asked to bring a copy of the immunization record to registration, or we can make a copy here. If you are seeking an exemption from the immunization requirements, please download and complete the exemption form found at "immunizenm.org".

13. NEW FAMILY: Bible Information Classes (BIC)

- Pastor Swanson will be holding BIC during the month of September and possibly early October. We will be requiring that all new families participate in these **4 sessions** to learn about what your child will be taught about the truth of God's Holy Word. Current families are also invited to attend. These classes should run for about an hour, give or take, and you will learn about the importance of Christ's love for your whole family. If you have any questions about the teachings

of the Wisconsin Evangelical Lutheran Church, Pastor Swanson is available through these classes and anytime. More information about specific dates will be available at Registration Day.

14. Cleaning

- In order to keep our tuition and registration fees as affordable as possible, we do not hire a janitor. In addition to saving money, this gives the students a wonderful opportunity to do chores in the classroom. In addition to providing our children this great experience, our parents also have the opportunity to serve and be an example to their children. We are planning a thorough school cleaning for the week of **August 12-16**. We will have a jobs list for you to sign up to volunteer, along with your kids, at Registration Day. It is my hope that all families will pitch in, so please plan ahead and save a day or evening for cleaning.

15. Roadrunner Gear Store!

- Don't forget to check out our store! A link for the gear store is found under the "*student*" button on the website. There will be many different styles and logos to choose from. Items that you purchase will be delivered directly to you. Check your email for "SquadLocker" discounts throughout the school year.
- Due to the online store we will be liquidating our Roadrunner gear that we have in stock during registration day. We will no longer have these items on hand. (hoodies: \$5.00, crew sweatshirts: \$3.00, t-shirts: \$3.00) Sizes are limited.

Thank you for your prayers and continued support of Shepherd Lutheran School and our mission to preach Jesus Lives!!! to as many families that we can! To God be the glory! Great things he has done!

Jesus Lives!!!
God Said It... I Believe It!

Ben Raddatz
Principal

Contact Information

Principal: Ben Raddatz

School: 505-292-6622

Email: school@shepherdlutheran.comcastbiz.net

Website: shepherdlutherschool.com

Supplies List (K-3)

Grades K&1 (Miss Keller)	Grades 2&3 (Miss Swoboda)
<ul style="list-style-type: none"><input type="checkbox"/> 2 packs of pencils<input type="checkbox"/> Scissors<input type="checkbox"/> 1 bottle of glue or glue stick<input type="checkbox"/> Crayons (12 pack)<input type="checkbox"/> Erasers<input type="checkbox"/> Composition books (K: 2, 1st: 6)<input type="checkbox"/> Colored pencils (12 pack)	<ul style="list-style-type: none"><input type="checkbox"/> 2 packs of pencils<input type="checkbox"/> Scissors<input type="checkbox"/> 1 bottle of glue or glue stick<input type="checkbox"/> Crayons (24 pack)<input type="checkbox"/> Erasers<input type="checkbox"/> College rule Composition books (2nd-6; 3rd-6)<input type="checkbox"/> Colored pencils (24 pack)<input type="checkbox"/> Book covers: Paper (2nd-2, 3rd-2)<input type="checkbox"/> Pocket dictionary<input type="checkbox"/> Headphones
Items to be purchased on Registration Day (Below)	
<ul style="list-style-type: none"><input type="checkbox"/> 2 pocket folders<input type="checkbox"/> Assignment book<input type="checkbox"/> Bible<input type="checkbox"/> Hymnal	<ul style="list-style-type: none"><input type="checkbox"/> 2 pocket folders<input type="checkbox"/> Assignment book<input type="checkbox"/> Bible<input type="checkbox"/> Hymnal
DO NOT BRING PERSONAL ELECTRONICS: iPads, iPods, electronic games, electronic dictionaries, or the like	
Composition Books: The composition book will say “ Composition Book ” on the cover. It is NOT spiral bound. All grades require college rule .	

Supplies List (4-8)

Grades 4&5 (Mr. Raddatz)	Grades 6-8 (Mr. Schultz)
<ul style="list-style-type: none"> <input type="checkbox"/> 3 packs of regular pencils or mechanical pencils <input type="checkbox"/> 12-inch ruler (Not flexible) <input type="checkbox"/> 1 ½" three ring binder <input type="checkbox"/> Scissors <input type="checkbox"/> 2 glue sticks <input type="checkbox"/> Colored pencils <input type="checkbox"/> Crayons (at least 24 pack) <input type="checkbox"/> Markers (large tip) <input type="checkbox"/> 3 packs of loose-leaf paper (college-rule) <input type="checkbox"/> 9 college rule composition books <input type="checkbox"/> Red pens ONLY <input type="checkbox"/> 2 pencil storage boxes <input type="checkbox"/> Desk dictionary (with pronunciations) <input type="checkbox"/> Protractor <input type="checkbox"/> 2 Sharpies-black <input type="checkbox"/> Large erasers <input type="checkbox"/> Flash cards (all four math operations) <input type="checkbox"/> Headphones (stay at school) <input type="checkbox"/> Book covers: Paper or cloth (3 large) <input type="checkbox"/> 2 boxes of tissues <input type="checkbox"/> Water bottle <input type="checkbox"/> Sketch book 	<ul style="list-style-type: none"> <input type="checkbox"/> Tons of loose-leaf paper (college rule) <input type="checkbox"/> Three ring binder <input type="checkbox"/> 10 composition books (college rule) <input type="checkbox"/> Glue <input type="checkbox"/> Pencils <input type="checkbox"/> Crayons <input type="checkbox"/> Markers <input type="checkbox"/> Colored pencils <input type="checkbox"/> Scissors <input type="checkbox"/> 12-inch ruler <input type="checkbox"/> Pens (at least one black ink) <input type="checkbox"/> Compass (spend some money here, cheap plastic points really don't work well) <input type="checkbox"/> Protractor <input type="checkbox"/> Calculator <input type="checkbox"/> ¼" graph paper <input type="checkbox"/> Desk dictionary (with pronunciations) <input type="checkbox"/> Watercolor paints <input type="checkbox"/> "Tool" box <input type="checkbox"/> Desk thesaurus <input type="checkbox"/> Erasers <input type="checkbox"/> 5 packs of lined index cards (3x5) <input type="checkbox"/> Index card file <input type="checkbox"/> Flash cards (all four math operations) <input type="checkbox"/> Drinking cup <input type="checkbox"/> Headphones <input type="checkbox"/> Dish towel for keyboarding class (Lightweight)
<p>Items to be purchased on Registration Day (Below)</p>	
<ul style="list-style-type: none"> <input type="checkbox"/> 4 pocket folders <input type="checkbox"/> Assignment book <input type="checkbox"/> Bible <input type="checkbox"/> Hymnal 	<ul style="list-style-type: none"> <input type="checkbox"/> 10 pocket folders <input type="checkbox"/> Assignment book <input type="checkbox"/> Luther's Catechism (7&8) <input type="checkbox"/> Bible <input type="checkbox"/> Hymnal
<p>DO NOT BRING PERSONAL ELECTRONICS: iPads, iPods, electronic games, electronic dictionaries, or the like</p>	
<p>Composition Books: The composition book will say "Composition Book" on the cover. It is NOT spiral bound. All grades require college rule.</p>	