

Welcome to Our School



ST. LEO THE GREAT
CATHOLIC SCHOOL

WELCOME TO OUR SCHOOL



Dear Parents,

We would like to thank you for your interest in St. Leo the Great Catholic School. One of the most impactful decisions that you, as a parent, will make during your lifetime is choosing a school for your child. The education your child receives in elementary and middle school will form the foundation for your child to become a lifelong learner.

We are proud of the 100 plus year history of our school's commitment to providing an outstanding academic foundation for our students, within a safe and caring environment. Additionally, we take pride in educating the full five components of human formation in a balanced manner, focused on nurturing the academic, spiritual, social, emotional, and physical education of each child in order to teach our student to become Christlike citizens.

More importantly, we want to partner with you so that together, as parents and educators, we instill our Catholic values in the next generation. Our faculty is devoted to each child's development of interests and talents, and to building the necessary skills that will secure a successful experience in our learning community and beyond.

I look forward to personally meeting you and having the opportunity to show you, firsthand, all St. Leo the Great School has to offer.

If you have any additional questions, please feel free to contact the school office at **408-293-4846**. You may also visit our website at **www.stleosj.org**.

Thank you for considering St. Leo the Great Catholic School.

Sincerely,

Matt Komar
Principal



ST. LEO THE GREAT
CATHOLIC SCHOOL

ADMISSIONS AND REGISTRATION PROCESS



Thank you for your interest in St. Leo the Great Catholic School. We encourage you to attend an Open House, where you will have an opportunity to meet our administration, faculty, staff, students, and parents. In addition you will receive a tour of our campus and classrooms.

If you are not able to attend our Open House, please contact our school office at 408.293.4846 or admissions@stleosj.org to arrange a school tour.

Application Process

We take applications throughout the school year.

Completed applications include:

1. Completed application form
2. \$65 non-refundable application fee
3. Copy of birth certificate
4. Baptismal certificate (if Catholic)
5. Copy of most recent Report Card/Progress Report (Grades K-8)
6. Recent photo of child
7. Copy of Immunization Record (Yellow Card). 7th grade requires the Tdap booster.
8. Copy of recent standardized tests
9. Student Evaluation Form (Kindergarten Only)

Student Screening

Upon receipt of completed application a screening will be scheduled.

Admission Notification

Families will be notified after the screening is completed. In the event a class is full, qualified applicants will be placed on the wait list and notified should a spot become available.

Completed Registration

Upon notification of acceptance, a *non-refundable* registration fee must be submitted to St. Leo the Great Catholic School in order for your child to be enrolled.

The registration fees for the 2017 – 2018 school year are as follows:

Preschool	\$430
Grades K–7	\$630
Grade 8	\$830 (includes graduation fees)

Admission Policies



ST. LEO THE GREAT
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ADMISSION POLICIES



Admission Policy

The Superintendent of Schools and the Diocesan Department of Education have established policies and guidelines for registration and admission of students in the schools of the Diocese of San Jose. St. Leo the Great Catholic School follows these policies.

Nondiscriminatory Policy

St. Leo the Great Catholic School admits students of any race, color, national, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of this school. St. Leo the Great Catholic School does not unlawfully discriminate on the basis of race, color, national or ethnic origin, age, sex or disability in the admission of students, the administration of educational policies, scholarship, and loan programs, and athletic and other school-administered programs.

Age of Admission - Preschool

For admission to Preschool, students must be 3 years old on or before September 1, 2018, and completely potty trained.

Age of Admission - Prekindergarten

For admission to Prekindergarten, students must be 4 years old on or before September 1, 2018, and completely potty trained.

Age of Admission – Kindergarten

For the 2018-2019 school year, students must be 5 years old on or before September 1, 2018.

Admission Criteria

Students must complete a placement test for the desired grade. Qualified students will be accepted in the following order:

1. Qualified Catholic children from families registered and active in St. Leo the Great Parish.
2. Qualified Catholic children who have siblings already attending St. Leo the Great Catholic School
3. Qualified Catholic children from families not registered or inactive in St. Leo the Great Parish
4. Qualified Catholic children from families registered in another parish
5. Qualified non-Catholic children
6. School personnel determine if our school program meets the needs of the applicant.
7. Parental cooperation and support will also be factors in determining continuation status

To arrange a school tour, please contact the school office, at 408.293.4846 or admissions@stleosj.org.



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TUITION RATES



2017 - 2018 Costs

FEES	AMOUNT PER CHILD	DUE DATE
Application Rates (Non-Refundable)	\$65.00	At time of application
Registration Rates (Non-Refundable)	\$430 (Preschool and tech fee) \$630 (Grade K-7 and tech fee) \$830 (Grade 8 and tech fee)	At time of registration
TUITION	IN-PARISH	OUT-OF-PARISH
Pre-K	\$9,150.00	\$9,150.00
One Student	\$8,050.00	\$9,050.00
Two Students	\$16,119.00	\$17,919.00
Three Students	\$24,388.00	\$26,388.00

* These tuition rates apply for the 2016-2017 school year and are subject to change.

* A typical tuition increase is 1 - 3% per year.

In-Parish

To qualify as an In-Parish family and therefore be eligible for a tuition discount, the following requirements must be met:

1. Volunteer at least 15 hours of additional hours of service to the school and/or the church/parish ministry programs over and above the school's 20 Participation Hours obligation (2 hours are required for the Harvest Festival). Examples of parish service hour opportunities include participation in Catechism, Confirmation and Ministry programs, being a Eucharistic Minister or a Reader.
2. Donate to the Annual Diocesan Appeal (ADA) in January/February each year.
3. Regularly attend Mass at St. Leo the Great Church and deliver proof of attendance in the first collection basket during attendance at Mass (postal mail delivery does not count) – at least 32 times per year.

Sibling Discounts

St. Leo the Great Catholic School offers a tuition discount to families with more than one child attending our school. This discount does not apply to children in the Little Lions Program.

Payment Plans

You may choose any of the following three:

- One complete payment by July 31st
- Two equal payments, one due July 31st and one due December 31st
- Ten equal installments beginning in July

Financial Assistance

St. Leo the Great Catholic School and the Diocese of San Jose award financial aid based on demonstrated need. Financial assistance forms must be completed to process any request. For more information, please email financialaid@stleosj.org.

* 2018 - 2019 costs are currently being revised.

Parent Commitments



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PARENT COMMITMENTS



St. Leo the Great Catholic School is committed to fostering a strong sense of community with all of our school families. With this sense of community comes both spiritual and financial support.

Participation Hours

As part of your tuition agreement with St. Leo the Great Catholic School, all families are required to perform 20 hours of service to the school. There are many projects and activities throughout the year that require your help. In-Parish families are to volunteer an additional 15 hours. At the end of the year, a family report is sent out with all service hours. Each service hour not completed will be billed at \$37.50. Some volunteer opportunities include field trips, helping at the Harvest Festival (2 hours per family), and helping at the Mane Event.

Fundraising

Each family agrees to raise \$400 through participation in school fundraisers by June 1st. The fundraising opportunities are very focused and limited to specific times throughout the school year. See chart below.

Fundraising Opportunities	Dates	Supports	Fundraising Credit
Legacy Campaign	October /November	Supports ongoing facilities improvements	100% of money donated applies toward \$400 commitment
St. Leo's Mane Event	February	Benefits the school's general programs, scholarships, and facilities improvements	Percentage varies - more information will be provided
Lion Games	Spring	Benefits the school's sports program	100% of money donated applies toward \$400 commitment



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FACTS AT A GLANCE



ACCREDITATION and AFFILIATIONS

WASC (Western Association
of Catholic Schools and Colleges)
WCEA (Western Catholic
Education Association)
Diocese of San Jose

STAFF and FACULTY

Fr. Enzie Lagattuta, *Pastor*
Matt Komar, *Principal*
Meredith Somavia, *Vice Principal*

12 full-time teachers
4 part-time teachers
Instructional aides (Preschool – 5)
Art Teacher
Spanish Language Teacher
Music Teacher/Choir Director
Graphic Design Teacher
Athletic Director
Physical Education Teacher
Extended Care Director
Development Director
Office Staff

ENROLLMENT

Approximately 265 Students
One class per grade

SCHOOL HOURS

Preschool: 8:00 am - 3:30 pm
Grade K: 8:00 am - 2:00 pm
Grades 1 – 4: 8:00 am - 3:00 pm
Grades 5 – 8: 8:00 am - 3:15 pm
Every Wednesday - 2:15 pm dismissal
(Grades K – 8)
Extended Care (PK – 8) 3:30 pm - 6 pm

CURRICULUM

Language Arts
Social Studies
Mathematics (Algebra in 8th grade)
Science
Religion
Spanish (K – 8)
Music (PK – 8)
Physical Education (PK – 8)
Emphasis on Common Core standards

SPECIAL CURRICULUM

Confirmation Program 8th Grade
Art and Computers / Graphic Design
Reading Intervention
Family Life Program
Service Learning Projects
1st Holy Communion

TECHNOLOGY

21st century, values based education
Document cameras and
projectors in every classroom
IT support
Comprehensive Tech/Digital Citizenship
Cloud based computing
1:1 Program in 5 – 8 Grade
Macbook Air 5 – 7
Chromebooks 2, 3, 8
iPad Carts

EXTRACURRICULAR PROGRAMS

Weekly Enrichment Classes
Soccer
Robotics
S.P.I.R.I.T. Squad
Bricks for Kids
Choir (Grades 3 – 8)
Cheerleading Program
Altar Serving
Homework Club
Safety Patrol (Grades 4-8)
Student Council (Grades 6 – 8)
Drama/Musical (Grades 2 – 8)

AFTER SCHOOL ATHLETICS PROGRAMS

After-school Athletics program
(Grades 5 – 8)
For girls – volleyball, basketball,
softball, and track.
For boys – flag football, basketball,
volleyball, and track.
After school sports are on a for fee basis.

FIELD TRIPS and RETREATS

Field Trips for all classes (Preschool – 8)
8th Grade Retreat

LUNCH

Choice Lunch provides
affordable lunches each school day,
except on early dismissal days.

PARENT RESOURCES and INVOLVEMENT

Online student grades
Parent-Teacher Group
Parent Education events
Booster Club
School Advisory Council

SPECIAL EVENTS and TRADITIONS

Sock Hop
Monthly Student Recognition
Monthly Student-Led Liturgy
Prayer Pal Program
Christmas Program
Spring Sing Music and Art Show
Legacy Campaign
Mane Event
Lion Games
Science Camp (Grade 6)
Grandparent's / VIP Day
Family Masses
Winter Open Houses
Dining Out Nights
March Madness Basketball Tournament
Alumni Volleyball Tournament
Harvest Festival
Turkey Drive
Christmas in the Park
Talent Show