

# Enrollment Update Spring 2025

## Goals + FAQs Regarding the Archdiocesan Decree

### GOALS

- ❖ **Goal:** Continue to provide Catholic education and formation for the children of St. Charles Borromeo parish as we have since 1828.
- ❖ **Goal:** Maintain a tenable school subsidy that allows the parish to fulfill our mission, operate our ministries and maintain our facilities.
- ❖ **Goal:** Provide educational and formation opportunities for students that support the appropriate academic development in preparation for high school.

### ACTION STEPS

- **Action:** Maintain viable class sizes, that is 1 homeroom of approximately 25 or 2 homerooms of approximately 20 (40 total per grade).
  - After 25 students are enrolled, families will be placed on a waitlist with the intention of splitting grade enrollment into 2 classrooms if threshold of 40 students is met (fixed costs viability for two classrooms)
- **Action:** Retain qualified faculty and provide appropriate staffing to support enrollment.
  - In grades K-2, classrooms of 25 or more will have a full time aide.
- **Action:** Prioritize the core educational development of our students while providing supplementary classes that support the whole development of the child, including physical education, art, music, and STEM



LEARN. WORSHIP. SERVE.

*Since 1828.*

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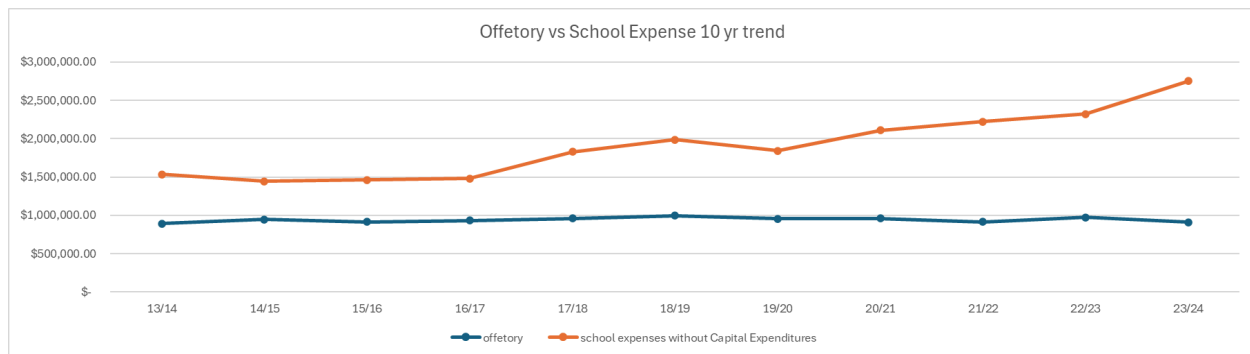
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### Frequently Asked Questions

#### 1. Why is the school enrollment changing now for the Fall of 2025?

Archbishop Rozanski issued a decree that states, “In a circumstance in which a parish has spent 5% or more of its unrestricted parish savings and/or in a circumstance in which a parish is spending 50% or more of its annual Sunday Offering for the sole purpose of operating its parochial school, the expressed permission of the Archbishop, in consultation with the Episcopal Vicar, is required before contracts may be offered to educators for the following academic year.” This decree was put into effect on January 15, 2025.

The current school subsidy is well above 50% and has been for the last 10 years. Most recently, the subsidy is over 70%. To be compliant with this decree, action must be taken to lower the parish subsidy to a more tenable number. In order to lower the subsidy we look at all expenses and income and evaluate the greatest deficits, of which is the deficit between tuition revenue per classroom and operating cost per classroom.



#### 2. How does enrollment affect the subsidy?

The figure represents tuition revenue collected based on enrollment per grade compared to the expenses. The expenses are the fixed costs of operating the school at the current model of two homerooms per grade level K-8. By consolidating the grade levels with the lowest projected enrollment for Fall 2025 into one homeroom, the deficit between tuition revenue and expenses per grade will be lowered, thus reducing the percentage of the subsidy required to operate the school.

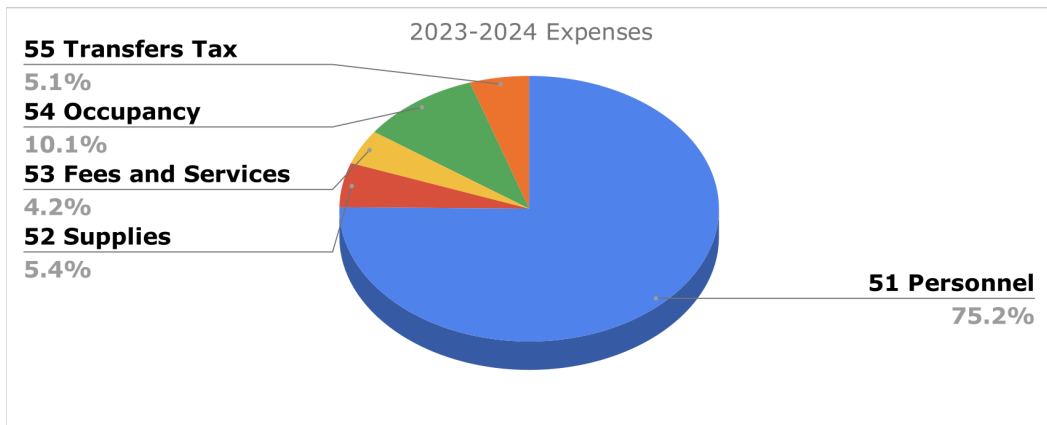
2023-2024			
	Enrollment	Tuition Revenue	Expenses
Kindergarten	35	<b>\$141,804.00</b>	\$325,222.22
First	44	<b>\$204,828.00</b>	\$325,222.22
Second	43	<b>\$225,836.00</b>	\$325,222.22
Third	44	<b>\$215,332.00</b>	\$325,222.22
Fourth	36	<b>\$246,844.00</b>	\$325,222.22
Fifth	41	<b>\$183,820.00</b>	\$325,222.22
Sixth	40	<b>\$210,080.00</b>	\$325,222.22
Seventh	23	<b>\$173,316.00</b>	\$325,222.22
Eighth	26	<b>\$120,796.00</b>	\$325,222.22
Total	<b>333</b>	<b>\$1,722,656.00</b>	<b>\$2,927,000.00</b>

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### 3. Were other options considered for lowering the subsidy?

The mission of St. Charles Borromeo school to learn, worship, and serve is at the core of all operational decisions. In evaluating the major operational expenses, the overwhelming majority of the budget is personnel. Enrolling with a goal of grade level viability alleviates this cost. To lower the subsidy and increase the school's viability long term, focusing on class sizes with a lowered deficit in tuition revenue vs. operating expense is the most effective strategy for reducing the expenses and lowering the subsidy without cutting academic programs or additional special classes.



### 4. What are the specific changes related to kindergarten enrollment?

Per the [school handbook](#), *"Every attempt will be made to limit class sizes to 25 students."* This policy remains unchanged. As enrollment projections indicate about 25 students for kindergarten in Fall 2025, the school will only enroll one homeroom of kindergarten students. Once a homeroom of 25 students is enrolled, any additional applications for kindergarten will be placed on a waitlist. Should the total number of kindergarten applications for Fall 2025 reach 40 students, a second homeroom would be established, and the 40 total kindergarten students would be split between the two homerooms.

### 5. What are the specific changes related to the first grade enrollment?

Per the [school handbook](#), *"Every attempt will be made to limit class sizes to 25 students."* This policy remains unchanged. As enrollment projections indicate no more than 27 students for first grade in Fall 2025, the school will only enroll one homeroom of first grade students comprised of both current kindergarten homerooms. Every current kindergartener will be able to enroll for first grade. The school will not deny re-enrollment to current students. Any additional applications for first grade will be placed on a waitlist. Should the total number of first grade applications for Fall 2025 reach 40 students, a second homeroom would be established, and the 40 total first grade students would be split between the two homerooms.

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### 6. How does the school project enrollment?

Enrollment is projected based on all information available to the school. This includes re-enrollment of current students, enrollment of new students for current school families, students from the preschool planning to enroll in K-8th, regular communication with prospective families who have inquired, toured, or visited an Open House event, and parish records.

### 7. Does this mean that the school is closing?

Addressing the concerns of the parish subsidy and enrollment does not mean that the school is closing. School and parish administrators are acting in accordance with decree from the Archdiocese to address a subsidy that is unhealthy for the school to remain viable. The school is making decisions that will decrease the subsidy and make the school viable and provide continued opportunities for increased excellence.

### 8. How will the waitlist process work?

The school will not establish additional homerooms without receiving a viable number of applications to support two homerooms. Therefore, a waitlist will be established once a given homeroom has reached enrollment capacity. Once a homeroom has reached capacity, any additional applications received will be placed on a waitlist. Should space become available in a homeroom, families will be notified and offered enrollment according to the admissions policy in the school handbook. Should the number of students already enrolled and the number of students who have applied reach 40, a second homeroom would be established and the students on the waitlist would be offered enrollment.

### 9. How does the school prioritize enrollment? Is enrollment on a first come, first served basis?

St. Charles Borromeo school prioritizes enrollment according to the admissions policy [in the school handbook](#) with one amendment: the school will include St. Peter's parishioners in the registered parishioner category.

1. Active registered parishioner families of St. Charles Borromeo Parish and St. Peter's Parish with children already attending St. Charles Borromeo School
2. Registered parishioners of St. Charles Borromeo Parish and St. Peter's Parish
  - a. St. Peter's students who attend St. Charles Borromeo School is subsidized by St. Peter's parish
3. Non-parishioner Catholics registered in another parish
  - a. Non-Parishioner Catholics are subject to a non-parishioner fee of \$500 per child
4. Non-Catholics who desire a Catholic education for their children
  - a. Non-Catholic families are subject to a non-parishioner fee of \$500 per child
  - b. Parents must agree to their children's religious education and participation in religious activities of the school

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### **10. What is the non-parishioner fee and who does it apply to?**

The non-parishioner rate is for families who are not Catholic or are registered in another parish. The rate for the fall of 2025 will be \$500 per child. The rate will increase to \$1000 per child in 2026 and \$1500 per child in the fall of 2026.

### **11. Why are St. Peter's parishioners exempt from the non-parishioner fee?**

Parishioner families of St. Peter Parish in St. Charles will not be required to pay the non-parishioner fee, as St. Peter Parish provides a subsidy to the school for the students who attend from their parish.