

**Important information about your 2020-2021 Tuition Contract**

Our Board President, DJ Gallaher, along with our Administrator, Jeanne Ring, working with the Finance Committee would like to make you aware of some additional flexibility for the 2020-2021 Tuition Contracts. To accommodate the feedback, we have heard from parents we are offering these changes to address the current pandemic circumstances that are creating uncertainty in the school community. This document is being sent to all parents as an addendum to the current contract. The addendum will supersede the original Tuition Agreement where the two documents differ.

The addendum will make the following changes to our standard contract:

* The cancellation (early withdrawal) date to receive a full refund of your tuition will be extended from May 31 to **August 7, 2020**. This must be received in writing either through email to jring@prairiehillwaldorf.org or mailed to the school at N14 W29143 Silvernail Rd. Pewaukee, WI 53072. The refund does not include the $200 re-enrollment fee.
* In addition, parents will be able to withdraw their students anytime through September 30 and pay the prorated tuition and will be obligated to pay 10% of the remaining tuition.
* After September 30, parents who choose to withdraw their students will be obligated to pay 25% of the remaining tuition (this is our current policy).

It is important to note that tuition dollars go primarily for teacher and faculty salaries as well as to families who cannot pay tuition without support. As a community, we strive to support one another and model for our children that which we wish to see. This is how we will get through this crisis together, stronger because we have shared community values.

If you have any questions, please contact Jeanne Ring at jring@prairirehillwaldorf.org

Thank you and be well,

Finance Committee