



Dear Prospective Families,

It is with great enthusiasm that I welcome you to our school and faith community! We are excited to take this opportunity to provide you with a snapshot of all that makes St. Timothy Catholic School such a wonderful place to learn and grow from kindergarten through the eighth grade. There is so much that goes into making St. Timothy Catholic School one of a kind, just like you!

At St. Timothy Catholic School, our faith is our foundation. With a tremendous amount of faith, we have built this new elementary/middle school to be one that stands out from all of the rest! Inside the walls of our school, amazing and dedicated teachers do their very best to meet each and every child where they are. From there, these fantastic teachers tailor their lesson plans, teach character development, challenge every learner, and encourage academic, social, physical, and emotional development along with a strong focus on faith development.

We have many resources that are essential in supporting the various needs of our students. We have an Intervention Specialist who provides support to students who need extra reinforcement or who learn in different ways. We also are very blessed to have a speech therapist to implement early interventions for speech and language needs. Our support staff are passionate about our mission in teaching the spectrum of learners, and they are a key to making St. Timothy Catholic School one of a kind!

Our Pastor, Fr. Richard Bolte and our Parochial Vicar, Fr. Britton Hennessey are very involved in our school. They not only help greet our students each and every day, but they also visit the classrooms, provide monthly opportunities for reconciliation, and encourage students to attend adoration. They have a strong presence in our school, and it is common to see our priests helping in the lunch room or visiting with the students at recess. We are very blessed to have such active and involved priests in our school, and their leadership and guidance help to make St. Timothy Catholic School one of a kind!

Our unique and diverse student body is at the heart of our school. We are committed to educating our students and building our faith, one child at a time. Each student is challenged to meet his/her fullest potential and to become a person who makes an incredible difference in our world. Our students challenge and accept each other as individuals, and are an essential part of our nurturing school environment.

We empower and encourage our students to become active citizens in their community through our award-winning service learning program. Our students visit various local agencies and volunteer in class groups to answer the call of helping others. Our service learning program is a vital component of education as well as our faith. We empower students to make choices in their education through the use of electives and special area classes. By offering extracurricular activities, we invite students to work collaboratively on teams, form lasting friendships, and become tomorrow's leaders. This year we added our Thunder Ignite Program to serve as a tool to provide academic enhancement through exploration and creativity.

St. Timothy Catholic School is one of a kind in all that we do! We are living, learning, and serving in the light of Christ. We would like to invite you to take a closer look at our school by setting up an individual appointment. We offer days for older students to come and shadow. Please feel free to contact me with any questions at [dgeers@saint-timothy.org](mailto:dgeers@saint-timothy.org). We are looking forward to getting to know you!

Yours in Catholic Education,

Mrs. Debra Geers  
Principal

# Saint Timothy Catholic School

## Registration Timeline Preschool – 8<sup>th</sup> Grade

### 2021-2022

January 4<sup>th</sup>

#### Current Student Priority Registration: Preschool – 8<sup>th</sup> Grade

Registration for existing St. Timothy Catholic School Students Grades Preschool – 8th will run through January 22nd at 2:00 pm. The following must be returned for your registration to be complete.

- Completed 2021 – 2022 Registration Form
- \$125.00 Non-refundable Registration fee per child

If the registration fee is not returned with the registration papers, your child's registration will NOT be processed.

#### Kindergarten Registration

Kindergarten registration for current Preschool students begins on January 4<sup>th</sup>. The following documents are required for your registration to be complete.

- Completed 2021 – 2022 Registration Packet
- Copy of original State Birth Certificate
- Copy of original Social Security Card
- Current Immunization Certificate
- Copy of Baptismal Certificate (if applicable)
- Parish ID Number (envelope number, if member)
- \$125 Non-refundable Registration Fee

January 23<sup>rd</sup>

#### New Student Open House/Open Registration

New student registration will begin on January 23<sup>rd</sup> 9am - 3pm. The following documents are required for your registration to be complete.

- Completed Registration Packet
- Copy of original State Birth Certificate
- Copy of original Social Security Card
- Current Immunization Certificate
- Copy of Baptismal Certificate (if applicable)
- Parish ID Number (envelope number, if member)
- \$125 Non-Refundable Registration Fee

March 2021

#### Notification of Acceptance

New families accepted into Saint Timothy Catholic School will receive an acceptance letter mailed during the first week in March. **You must register in FACTS by March 19<sup>th</sup>. Those who do not register by March 19<sup>th</sup> will be removed from the roster.**



## St. Timothy Catholic School Kindergarten – 8<sup>th</sup> Grade Registration Form

Grade Entering: \_\_\_\_\_ Registered/Active Parishioner: \_\_\_\_\_ Family ID#: \_\_\_\_\_ or Out of Parish: \_\_\_\_\_

### Student Information

Student Name: \_\_\_\_\_  
Last First Middle

Name your child goes by \_\_\_\_\_ Gender: \_\_\_\_\_

Race: \_\_\_\_\_ Religion: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Place of Birth: \_\_\_\_\_  
City State Zip

Baptism Date: \_\_\_\_\_  
Church City State Zip

First Communion Date: \_\_\_\_\_  
Church City State Zip

Student lives with (please circle): Both Parents Mother Father Guardian Other

Step-parent name: \_\_\_\_\_ Custodial Parent Name: \_\_\_\_\_

### Family Information - Mother

Mother's Name: \_\_\_\_\_  
Last First Middle Maiden

Address: \_\_\_\_\_  
Street City State Zip

Primary Email Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Religion: \_\_\_\_\_

Marital Status (please circle): Married Single Divorced Separated Remarried

### Family Information - Father

Father's Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street City State Zip

Primary Email Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Religion: \_\_\_\_\_

Marital Status (please circle): Married Single Divorced Separated Remarried



## FACTS Family Registration

### ***Tuition Payments:***

FACTS enrollment must be completed by March 19th. **Any family not registered in FACTS by March 19th, will be removed from the school roster and put on a waiting list.**

**Current Family Re-Enrollment:** Your account will automatically roll over for the next school year.

**New Family Enrollment:** In order to complete your registration for the 2021-2022 school year, you must enroll in FACTS for tuition payments. You will need to complete a family profile, add financial account information, and choose a payment schedule. Please go to:

<https://online.factsmgt.com/signin/4HLVM>

**Our school ID is 34163.**

### ***Grant/Aid Applications:***

**Grant/Aid Applications:** You must be a participating St. Timothy Parish member to apply for assistance. To apply, please go to:

<https://online.factsmgt.com/signin/4HLVM>

**Our school ID is 34163.**

Please plan accordingly if you are submitting an application, as tax documents are required. **The deadline to apply for assistance is April 23rd.**

***\*\*\*Tuition payments begin in July.***



# SAINT TIMOTHY CATHOLIC SCHOOL

## 2020 – 2021 School Year Tuition Rates

### In-Parish Participating Tuition Rates

| # of Children | Tuition | Fees    | Total Tuition | 1% Discount if paid in full by 7/1 |
|---------------|---------|---------|---------------|------------------------------------|
| 1 Child       | \$5,175 | \$477   | \$5,652       | \$5,596                            |
| 2 Children    | \$8,280 | \$764   | \$9,044       | \$8,954                            |
| 3 Children    | \$9,315 | \$1,144 | \$10,459      | \$10,355                           |
| 4 Children    | \$9,315 | \$1,526 | \$10,814      | \$10,733                           |

### Out of Parish Tuition Rates

| # of Children | Tuition  | Fees    | Total Tuition | 1% Discount if paid in full by 7/1 |
|---------------|----------|---------|---------------|------------------------------------|
| 1 Child       | \$6,214  | \$477   | \$6,691       | \$6,624                            |
| 2 Children    | \$9,942  | \$764   | \$10,706      | \$10,599                           |
| 3 Children    | \$11,185 | \$1,144 | \$12,329      | \$12,206                           |
| 4 Children    | \$11,185 | \$1,526 | \$12,711      | \$12,584                           |

**\*2021 – 2022 Tuition Rates to be set in the Spring of 2021**

### St. Timothy Catholic School

#### Family Information

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

Home Phone: \_\_\_\_\_ Mother's Name: \_\_\_\_\_

Mother's Cell Phone: \_\_\_\_\_ Mother's Email: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Father's Cell: \_\_\_\_\_

Father's Email: \_\_\_\_\_

Please check: St. Timothy Parishioner \_\_\_\_\_ Other Parish/Church: \_\_\_\_\_ (If Other) Name: \_\_\_\_\_

Name of those student lives with: Birth/Adoptive Parents Birth Mother Birth Father  
(Please circle) Mother/Stepfather Father/Stepmother Grandparents

Custody paperwork must be on file in the school office by the first day of school.

Other: \_\_\_\_\_

Name of other students attending St. Timothy Catholic School:

Child's Name DOB Grade Homeroom Teacher

Child's Name DOB Grade Homeroom Teacher

Child's Name DOB Grade Homeroom Teacher

#### Emergency Contact Information (Other than Parents):

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Relationship to Child: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

#### Health Information:

Allergies: \_\_\_\_\_ Treatment Response to allergic reaction: \_\_\_\_\_

Other Medical Conditions: \_\_\_\_\_

Physician: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Do we have permission to send your child to the hospital if needed? (Please circle one): Yes No

Parent(s) Signature: \_\_\_\_\_

**St. Timothy Catholic School**

Student's Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Grade: \_\_\_\_\_

Please list names of parents with primary custody: \_\_\_\_\_

Primary Residence: \_\_\_\_\_

If custody is shared, please provide the schedule below:

\_\_\_\_\_  
\_\_\_\_\_

The following information is to assist in meeting your child's individual needs:

1. Does your child take any medication on a daily basis? YES NO

If yes, please specify: \_\_\_\_\_

\_\_\_\_\_

2. Does your child have any of the following conditions?

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> wears hearing aid | <input type="checkbox"/> wears glasses/contacts | <input type="checkbox"/> Allergies (specify) |
| <input type="checkbox"/> Asthma            | <input type="checkbox"/> ADHD (specify)         | <input type="checkbox"/> Other (specify)     |

\_\_\_\_\_  
\_\_\_\_\_

3. Does your child have any specific special needs in the classroom?

- My child has been identified as gifted.
- My child has an IEP (Individual Education Plan).
- My child has a 504 Plan (Accommodations for the classroom).
- My child receives speech/language therapy.
- My child has difficulty with fine/gross motor skills
- Other: Please provide information:

\_\_\_\_\_  
\_\_\_\_\_

4. Does your child have any emotional/behavioral concerns that we should be aware of and can address?

\_\_\_\_\_  
\_\_\_\_\_

5. Are there recent family events (separation, divorce, death in family, move) that your child is experiencing? Please explain:

\_\_\_\_\_  
\_\_\_\_\_

6. Is there any other information that you would like us to know that can help your child's learning experience?

\_\_\_\_\_  
\_\_\_\_\_

Please take a moment to tell us about your child:

Academics:

Social:

Emotional:

Developmental:



## DIOCESAN BOARD OF EDUCATION POLICY 5356

### Pictures Published in Media and on Internet

P5356

*See Guidelines*

Schools must obtain parental or guardian permission in order to publish student photos in the media and on internet websites. Schools shall use the currently approved diocesan permission form or locally prepared form that follows the criteria and procedures outlined in diocesan policy guideline G5356.

Permission is not required for publication of group pictures (six or more persons) as long as names are not provided.

(3/03-3/06-6/07)

### Guidelines for Policy 5356

#### G5356 Pictures Published in Media and on Internet

Diocesan policy P5356 has been adopted to ensure the safety of our students. Schools and parish-based programs of religion should be aware of the following standard practices:

- Pictures of individual students may only be published in the printed media, school video productions and on the school internet website with written and dated permission from the parent or guardian. Permission is not required for group pictures (6 or more persons) as long as names are not provided.
- Student work that identifies the student may only be published with parental or guardian permission.
- The currently approved diocesan permission (authorization) form may be used or a locally prepared document that meets the basic criteria spelled out in Policy P5356. A blanket permission form for the entire year is acceptable practice.
- The permission (authorization) form is to be kept on file in the school office. Staff members are to check for authorization before posting any student photos, names, and work on the Internet website.
- No student information regarding phone number, address, family members or other personal information shall be published on the Internet website.
- Group picture captions should identify the activity or class, not the individual students in the photo.
- Prior to publication, parents and guardians should be advised if student photos or student work will be posted on the school internet website.



Diocese of Covington  
Department of Catholic Schools

2021-2022 School Year

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**Photo, Video, Website Release Form**

PLEASE PRINT

Student Name: \_\_\_\_\_

School: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

I, \_\_\_\_\_, parent  
or guardian of \_\_\_\_\_,  
do hereby give and grant to St. Timothy Catholic School permission to use my child's  
name, photograph, and/or videotaped image in publications, video productions, and/or  
school Internet website. I do further certify that I am of full legal capacity to execute the  
foregoing authorization and release.

I do not give permission to publish my child's pictures (unless they are in a group of 6 or more).

Signature of Parent or Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_

Date: \_\_\_\_\_

# St. Timothy Catholic School Signature Sheet

Families, please choose and sign either option 1 or 2.

## Option 1:

### St. Timothy Parish Participating Member

I understand that St. Timothy parents/guardians whose children attend St. Timothy Catholic School are required to pay tuition. I agree to pay tuition through the tuition management company chosen by the parish, and to attend mass at least twice a month. I understand I am required to put in an envelope in the collection basket twice per month. If I cannot keep this policy due to financial hardship, I should contact St. Timothy School immediately. I also understand that I should donate my time and or talents for the benefit of the parish and school.

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

\_\_\_\_\_  
ADDRESS CITY ZIP CODE

St. Timothy Member ID # \_\_\_\_\_ Date \_\_\_\_\_

OR

## Option 2:

### Out of Parish Community Member

I understand that Out of Parish Families whose children attend St. Timothy Catholic School are required to pay tuition. I agree to pay tuition either in full in advance or through the tuition management company chosen by the parish.

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

\_\_\_\_\_  
ADDRESS CITY ZIP CODE

# St. Timothy Catholic School

10268 US HWY 42

Union, KY 41091

[areed@saint-timothy.org](mailto:areed@saint-timothy.org)

859.384.5100

859.384.1709 FAX

## GUARDIAN CONSENT FOR RECORDS RELEASE

SCHOOL CHILD LAST ATTENDED \_\_\_\_\_

SCHOOL ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

ATTENTION: \_\_\_\_\_

FAX NUMBER/EMAIL CONTACT \_\_\_\_\_

You are authorized to release Cumulative Records, Test Scores, Psychological Reports, Health Records, Immunization Records and Teacher Recommendations to:

St. Timothy Catholic School  
10268 US HWY 42  
Union, KY 41091

Attention: School Office Records

Student Name \_\_\_\_\_

Age \_\_\_\_\_ Grade \_\_\_\_\_ Date of Birth \_\_\_\_\_

+++++

Parent/Legal Guardian (print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone \_\_\_\_\_

*Please send records immediately. The Kentucky Law requires that a student must have all Health Records on file before the students can be admitted to school.*

# Boone County Schools

## 2021-2022 Student Transportation Form

School: \_\_\_\_\_ School Code: \_\_\_\_\_ T Code \_\_\_\_\_ Effective Date: \_\_\_\_\_

Gender: \_\_\_\_\_ Grade: \_\_\_\_\_ Student ID: \_\_\_\_\_ Teacher: \_\_\_\_\_

Student Name: \_\_\_\_\_ D.O.B \_\_\_\_\_

**All students will be routed to their home address unless an alternative address is provided.**

Home Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Phone: \_\_\_\_\_

**BUS TRANSPORTATION NEEDED YES \_\_\_ OR NO \_\_\_ IF YES, CHOOSE OPTION(S) BELOW**

- BUS TRANSPORTATION TO SCHOOL
- BUS TRANSPORTATION FROM SCHOOL
- BUS TRANSPORTATION TO & FROM SCHOOL

### ALTERNATIVE PICKUP & DROP OFF LOCATIONS

**Per District Policy, students are permitted ONLY 1 AM and 1 PM Drop Off and Pick Up  
\*\*NO ALTERNATE DAYS\*\***

**ALTERNATE PICK-UP AND/OR DROP-OFF LOCATION NEEDED (Must be inside school boundaries)**

If using an alternate address, please provide the following:

Pick-up Location: \_\_\_\_\_

Drop-off Location: \_\_\_\_\_

**Leave this area blank if being transported to home address or no transportation is needed.**

### Student Transportation Information To be Completed by School Official Only

#### AM Pick-up Information:

Bus # \_\_\_\_\_ Stop Location: \_\_\_\_\_

#### PM Drop-off Information:

Bus # \_\_\_\_\_ Stop Location: \_\_\_\_\_

Car Rider Number \_\_\_\_\_ Daycare Name and Assigned # \_\_\_\_\_

## **SCHOOLBELLES INFORMATION**

[www.schoolbelles.com](http://www.schoolbelles.com)

School Code: S2703

### **GIRLS**

- Plaid jumper grades K-5; must be no shorter than 2 inches above the knee.
- Plaid skirt for girls grades 6-8; must be no shorter than 2 inches above the knee.
- Gray polo dress grades (Kindergarten only) must be no shorter than 2 inches above the knee.
- Shirt- white collared knit polo shirt, white blouse, or white banded shirt (available at Schoolbelles); must be tucked in so that the student's belt or waistband can be seen (banded shirt does not need to be tucked). Long or short sleeve is permitted.
- Pants- grades K-8; dress black twill. No cargo or faded pants.
- Shorts- black uniform may be worn April 15th through October 15th.
- Sweater- White cardigan.
- Tights- white or black/gray tights may be worn.
- Leggings (tight fitting) may be worn under jumper or skirt in winter months only and must be black or gray.
- Hair must be well kept and clean. No distracting extremes in style or color are permitted.
- Small earrings that do not extend below the earlobe are acceptable. No distracting jewelry of any kind.

### **BOYS**

- Shirt- White/gray knit polo or white Oxford cloth shirt with button down collar, long or short sleeve is permitted. Shirts must be tucked in and the belt or waistband must be visible.
- Pants- Black uniform twill. No cargo or faded pants.
- Shorts- Black uniform twill shorts may be worn April 15th through October 15th.
- Hair must be no longer than the shirt collar length, above the eyebrows in front, and kept neat and clean. No distracting extremes in style or color are permitted.
- Earrings are not permitted for boys.

### **ALL STUDENTS**

- Sweatshirts- Uniform sweatshirts with the St. Timothy School logo must be ordered online by a school provided link. No hoodies.
- Fleece – (available at Schoolbelles) Can we worn with the school uniform.
- Undergarments- Any undergarment must be completely white and may only be visible at the neckline.
- Socks- Must be visible. White or black socks.
- Shoes- Casual shoes or clean gym shoes are permitted. Tie shoes must be tied at all times.  
Administration may decide if shoe type is appropriate/ safe to wear to school.
- Make-up- No make-up of any kind is permitted. This includes nail polish.
- Belt- A black belt must be worn if pant have belt loops. The waistband of the uniform bottom must be worn at or near the waist.
- No visible tattoos are permitted.
- Oversized clothing is not appropriate.



**ST. TIMOTHY ATHLETICS DEPARTMENT IS PROUD TO SPONSOR THE FOLLOWING ACTIVITIES FOR STUDENTS IN GRADES K-8<sup>TH</sup>.**

### **VOLLEYBALL**

Saint Timothy Catholic School has volleyball teams for boys and girls from grades third through eighth. Girls' volleyball teams compete in recreational leagues. Registration for girls' volleyball occurs in late July, near the beginning of the school year. The girls' volleyball season starts in late August and runs until late October.

Boys' volleyball teams in 3<sup>rd</sup> through 8<sup>th</sup> grades compete in recreational leagues. Registration for boys' volleyball occurs in March. The season starts in late March and ends in late April. All boys' volleyball teams, 3<sup>rd</sup> – 8<sup>th</sup> grades play in recreational league.

### **BASKETBALL**

St. Timothy offers recreational basketball teams for all students in grades 1<sup>st</sup> – 8<sup>th</sup>. Registration for St. Timothy basketball teams occurs in late August. The basketball season typically starts for both boys and girls in late October and finishes in early to mid-March. Recreational teams play in leagues hosted by a variety of diocesan Catholic Schools. For those students in Kindergarten, a basketball camp is held every December at a diocesan school.

### **SOCCER**

St. Timothy affiliated soccer teams compete in the Boone County Recreational Soccer Association League. STCS students register with BCYSA through the standard registration process, but designate their desire to be placed on an STCS affiliated team. This allows students to participate on a team with their classmates. Full St. Timothy teams will be provided with uniforms supplied by STCS. BCYSA registration is conducted by the league in September/October (for the next spring) and April/May (for the upcoming fall.)

### **ARCHERY**

Saint Timothy Catholic School participates in NASP (National Archery in the Schools Program) sanctioned competitions for students in grades 4-8. Boys and girls sign up in October when practices begin. Tournaments are held at various Northern Kentucky schools through March. Archery is an exciting sport that teaches discipline and patience, as archers compete against their own scores from one tournament to the next, as well as against other archers. No previous experience is needed for students to join the archery team, and STCS Athletics has purchased all of the equipment for our school team. Uniforms consist of a St. Timothy supplied Archery polo.

### **RUNNING CLUB**

Saint Timothy Catholic School offers a running club that encourages students to get into the sport of running. This program teaches the students proper stretching methods as well as practice in distance running. This program typically begins in early spring through the end of the school year. The group meets on Wednesday's right after school for typically one hour and fifteen minutes.

### **FUTURE SPORTS**

We are researching multiple other sports and clubs to participate in with enough student interest. If you have a sport or club that you believe we should add to our offerings, please reach out to Chris Vogt at the following email address: [cvogt3@gmail.com](mailto:cvogt3@gmail.com)