

Due to increasing enrollment numbers, some schools in the Archdiocese of Kansas City in Kansas are experiencing waitlists. Please see below the policy for such situations as outlined in the handbook. [Blue indicates the clarification from Felicia Holcomb.](#)

Parishes Without Schools or Without Capacity - Elementary #9230

Every effort should be made to accommodate families who desire a Catholic school education for their children. If a parish does not have an elementary school or has a school that cannot accept additional enrollment for a requested grade due to lack of capacity, parishioners denied enrollment for lack of a school or lack of capacity at the requested grade level will be **afforded the option of enrolling at another parish elementary school.** (If there is a waitlist, a family can pursue another school that is not affiliated with the parish they presently are registered with.) Schools shall **develop procedures** for alerting families to openings at other schools. (At present, schools are responsible for communicating this information and/or sharing information on schools with openings.) Families **should not be penalized** because of circumstances beyond their control for desiring a Catholic school education for their children.

Procedures #9230.1

The sending parish ([refers to the parish that the family is currently registered at](#)) and its sending families are responsible for the per pupil cost of the receiving school ([school enrolling in](#)) unless other arrangements are agreed upon by the receiving parish.

The sending parish determines, in consultation with the receiving school, the portion of per-pupil cost to collect from its families and how to disburse the funds to the receiving school. ([The parish that the family is registered at should communicate with the receiving school to determine the per-pupil cost \(e.g. in-parish tuition rate as compared to the out-of-parish tuition rate\).](#) This determination must be made within the following parameters:

- Families of a sending parish that has **no school** should **not be required** to pay more than the tuition cost at the receiving school. ([Scenario: Family is registered at Parish A. Parish A does not have a school it is affiliated with. Family enrolls their child in Catholic School A, which is affiliated with other parishes. The family, despite being registered at Parish A, should receive the in-parish tuition rate.](#)) If the sending parish operates a Catholic school, families of the sending parish should pay no more than what they would pay if there were room in their own parish school. ([Scenario: family is registered at Parish B. Parish B's affiliated Catholic School B school is full and does not have room. Family enrolls their child in Catholic School C. The family, despite being registered at Parish B, should receive the in-parish tuition rate.](#))
- The sending parish pays the balance of the per pupil cost of the receiving school after the family contribution, unless other arrangements are mutually agreed upon by both sending and receiving pastors.
- The pastors of the sending parish and receiving school must sign a document that sets forth the agreement for accepting the students from the sending parish and

Archdiocese of Kansas City in Kansas
Policies - Parishes with Schools

the payment terms of the per pupil cost of the receiving school before enrollment is finalized.

- Support and compassion for families, especially those with a large number of children, must be shown in decisions concerning parent costs and financial aid.

Procedures for implementing this policy (e.g., registration of families and collection of fees) should be jointly developed by the pastors and principals or their designees of the sending and receiving parishes/schools.