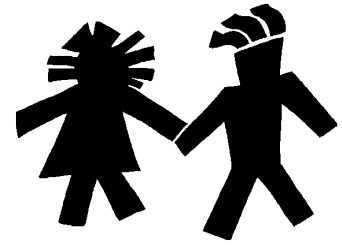


Sourdough Montessori School

4310 Sourdough Rd.

Bozeman, MT. 59715

582-1548 sourdoughmontessori@gmail.com



2021/2022 Programs & Rates Hours of Operation: 7:45 a.m. - 5:30 p.m.

Half Day Program 7:45 – 12:45

3 Half Days	\$665/month
4 Half Days	\$750/month
5 Half Days	\$795/month

*Full Day Program 7:45 - 3:20

2 Full Days	\$630/month
3 Full Days	\$760/month
4 Full Days	\$865/month
5 Full Days	\$935/month

*Late Day Program 3:20 - 5:30

3 Late Days	\$140/month
4 Late Days	\$160/month
5 Late Days	\$180/month

For Full Time Students, the Full and/or Late Day Program(s) are offered to children 4 years and older or 3 year olds who are napping at school due to the length of the day

Additional Fees

New Student Application Fee	\$90 (non-refundable)
Annual Enrollment/Supplies Fee	\$235 (non-refundable)
Tuition Deposit	\$500 (held for duration of enrollment)
New Student AM Orientation	\$35
Drop In Day Fee	Half Day: \$45/day; Full Day: \$65/day

Sibling Discounts: A 10% discount is provided for enrolled sibling students.

Music

In addition to several circle times with an emphasis on music development, a professional music teacher joins us one morning to conduct a fun, active, music and movement class with the children in a small group atmosphere.

Daily Schedule

Morning arrival Time	7:45 to 8:45
Montessori Classroom Time	8:45 to 11:00
Circle Time	11:00 to 11:30
Lunch Time	11:30 to 12:00
Outside play time	12:00 - 1:10
Naptime	12:30
Pick up time for half-day schedule	12:45
Afternoon Storytime	1:15
Afternoon Montessori work period	1:50 to 3:00
Outside play time	3:00-3:20
Pick-up time for full-day schedule	3:20
Late Day Program	3:20 to 5:30

School Calendar

Sourdough Montessori's academic school year runs for approximately 10 months (late August/early September to mid June), generally following the same schedule as the Bozeman Public Schools. Our school closures include the following:

- └ Major holidays
- └ Thanksgiving weekend
- └ Two weeks for Winter Break
- └ One week for Spring Break
- └ Two staff in-service days in fall and winter
- └ Two days for Parent Teacher Conferences
- └ Three days prior to the start of the summer program and approximately 3 weeks at the end of the summer for vacations, and classroom set-up/preparations for the start of the fall semester

Student Visit/Readiness Assessment

We accept three to six year old children based on their readiness for our program. An essential part of readiness for the incoming child is that they are fully potty-trained and have developed independence in using the bathroom. This and other milestones can be more fully discussed, along with a provided checklist during the parent's initial tour of our school, (which is done without the child). If the Director and parents decide our program will meet the child's needs and proceed with enrollment, an Orientation morning will be scheduled near the child's start date. If the program does not match child's readiness *after* the child's start, the Director and Lead Teacher will contact family and plan alternate start time or recommend an alternate program to better suit the child's needs.

Curriculum, Classroom & Culture

Our classrooms are organized by subject and offer a wide array of Montessori materials, (called “lessons”), which are designed to enhance the development of the learning three to six year old child. Our students regularly work independently on the lesson of their choice (*after* a teacher has presented it to them), choosing from the various areas of the classroom: Practical Life, Sensorial, Language, Math, Cultural/Geography, and Art. Our curriculum also includes Spanish, Music, Peace Education and Social/Emotional Skill Development. Details about our curriculum can be found in our Parent Handbook.

We have two primary mixed-age class groups; the upstairs classroom which holds 28 students and is staffed with four teachers, and the downstairs classroom which has 16 students and two teachers. All children spend their mornings in their designated class, (when they are not outside playing). In the afternoon, the youngest children nap, (in our Nap Room); preschoolers have quiet story time followed by a short work period in the upstairs classroom, and the students entering Kindergarten the following year receive group instruction in the downstairs classroom 1 afternoon a week based on readiness.

Sourdough Montessori staff pride themselves on serving ages 3-6 in a nurturing and educationally enriched environment. We strive to provide a peaceful culture and ask that parents complement our goal by avoiding above-age media viewing, toys, and books at home. In addition, we do not allow any commercialized visual graphics depicting weapons, transformers, ninjas or superheroes etc. on student’s personal belongings.

Lunches and Snacks

Parents are required to provide a healthy lunch for the child. The school serves snacks three times during the course of a school day. Parents contribute to snack foods one week out of each year. A sign-up sheet and food quantities are provided by the school.

Summer Program

The summer program begins in mid-June and runs for approximately nine weeks. In mid-August, the school closes 3 weeks for vacation and preparations for the new school year. Participation in the summer program is very flexible offering a variety of schedules.

Before Your Child Starts

- The Director will **schedule a visit** with your child with an Orientation morning. Bring all enrollment paperwork you have received at this time. We will give you any remaining paperwork you haven’t yet received.
- **Complete the following forms:**
Enrollment Form and Tuition Agreement
Given in person:
Emergency Contact Form (yellow form)
Record of Immunizations (blue form)
Profile of your Child (pink form)
- Read the Parent Handbook and sign the acknowledgment form (sent electronically after child is enrolled)
- Plan to attend the **New Parent Orientation** in the fall.



**Sourdough Montessori
Application for Enrollment/Re-enrollment
2021/2022 Academic Year**

Child's Name _____ Birth Date _____

Desired Schedule _____

Alternate Schedule _____

Mother's Name _____ Father's Name _____

Address _____

Home phone: _____ Work phone: _____

Cell phone - Mom: _____ Email address: _____

Cell phone - Dad: _____ Email address: _____

Yes, I have read the attached information regarding:

- √ Programs and Rates
- √ Daily Schedule
- √ Student Visit and Readiness Assessment
- √ Curriculum, Classroom & Culture
- √ Readiness Checklist - child must be toilet trained
- √ Lunches and Snacks
- √ Summer Program
- √ Before Your Child Starts

I am enclosing the following *non-refundable* fees with this application:

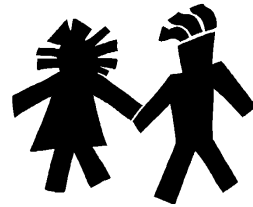
- **New Student Application Fee** **\$90 (non-refundable)**
- **Annual Enrollment/Supplies Fee** **\$235 (non-refundable)**

For new students, I understand the below fees are due once invoiced:

- **\$500 Tuition Deposit** (Held for Duration of enrollment and then conditionally refundable.)
- **\$35 Orientation Fee**
- **\$235 Annual Supplies/Insurance Fee (non-refundable)**

Signature _____ Date _____

Sourdough Montessori School



2021/2022 Tuition Agreement

This is an agreement (Agreement) between Sourdough Montessori School, Inc., (School) and the parents or guardians of: (Name of child) _ This Agreement governs the terms and conditions with regard to your tuition responsibilities to Sourdough Montessori School, Inc. for the entire **2021/2022 academic year**, (September 1 to early June 2022, as will be determined by the school). Please read the information carefully, sign, and return this agreement to the school office.

- **Term:** This Agreement is for enrollment of your Child in our School for the entire school year of late August to early June of a respective year, (as set by the School). Parents, legal guardians and all parties who assume financial responsibility for the enrolled Child are obligated for 100% of the tuition, fees or other costs related to the Child's enrollment in the School for the entire academic term of this agreement even if the child is not in attendance at the School for any period during said term. Tuition is not reduced for scheduled holidays, school breaks, family vacations or absences related to illness. Hardship waivers for requests to terminate this Agreement (for things like financial stress), will be considered by School upon 30 days written notice to School by Parent.
- **Monthly Payments:** Tuition payments are due the first of each month. Payments received after the 5th of the month will incur a \$20 late fee.
- **Tuition Deposit:** A Tuition Deposit of \$500 is due at the time of enrollment (or when billed by School). This deposit reflects the idea that when Sourdough Montessori School reserves an enrollment spot for your child, it is allotted for the entire school year, (from late August to early June of a respective school year). If you dis-enroll your child for any reason during the school year, your deposit will be forfeited, (to compensate Sourdough Montessori for the lost tuition that will most likely result from an unauthorized termination of this Agreement). If the Child stays for the entire school term, the Tuition Deposit will be applied toward the balance of their account after the final month (of their final year) of enrollment at School. If the Child does not stay enrolled for the entire Term of Agreement, School reserves the sole right to determine when or if any or all of Tuition Deposit will be refunded to Parent.
- **Changes to Schedule:** Schedule changes are allowed on a space available basis as determined by School.
- **Future Tuition Rates:** Rates and policies are revised annually. If you are enrolling well in advance of your child's starting date, the tuition agreement you sign will not reflect the rates and policies that may be in effect at the time of

the new school year when your Child does begin attendance. To help you in your planning, you can expect approximately a 3% to 5% annual rate increase.

- **Right of School to Cancel Agreement:** School reserves the right to terminate this agreement at any time for any reason. Parents not adhering to school guidelines or requests of School administration, or terms of this Agreement, may be among the reasons School elects to cancel Agreement.

- **Required Forms:** All forms provided to the parents must be filled out and returned to the School office before the child enters the program. Parent must adhere to all reporting requirements of School and other obligations as determined by law, such as but not limited to the need to submit records of Child's immunization records. Failure by Parent to comply with these conditions is grounds for termination of this Agreement by School.

- **Legal, Other Fees:** If failure administration of this Agreement results in any legal costs incurred by the School with regard to a dispute with Parent, including but not limited to attorney fees and/or collection fees, these fees borne by School become the responsibility of the parent/guardian, regardless of the disposition of said dispute.

I have read the above Tuition Agreement and understand my responsibilities to Sourdough Montessori School.

Parent/Guardian Signature / Date _____

Administrator/Business Manager Signature / Date _____