

# Glad Tidings Christian Academy

2830 East 60th  
Kansas City, MO 64130  
816.333.1054  
www.gtcacademy.org



## Dear GTCA Parents & Guardians

We pray this school holds lots of blessings for you and your children. You have the awesome, God-given responsibility of training your children in the best way possible. **Glad Tidings Christian Academy** is an extension of your home. Each teacher realizes their solemn responsibility for shaping and molding the lives of our children.

**GTCA** sees our relations as partnerships, which require mutual trust and timely communication. Please do not hesitate to call us if you have a question or concern.

On behalf of the entire school and staff, we want to welcome you to our school.

We are looking forward to another productive and excellent year at **GCTA**. We ask for your full support and prayers as we seek to honor God through our lives to be a blessing to your family academically and spiritually.

## In His Service

*Errolyn Fraser – **Founder and Administrator***

# GLAD TIDINGS CHRISTIAN ACADEMY

## PARENT NOTE

### ATTENDANCE

Children in Pre-K3 through 3<sup>rd</sup> grade must be at school no later than 9:00 am, except in situations where prior consent was given by administration. Children will be marked tardy if they are late. They are missing the first half hour of their program when they arrive at 9:30 am. It is unfair to the teacher and the other students to wait for those who are continuously late.

### BREAKFAST

Breakfast is served between the ours of 7:30 am and 8:30 am. Please give your children something to eat if they are not going to be here by 8:20 am. Breakfast is free for all students.

### CENTER HOURS

Glad Tidings' hours are from 6:00 am to 6:00 pm.

**The late fee charge will be \$5.00 for every 10 minutes late.** This fee will be added to your account, and a late pick up folder will be placed on the front desk instead of the regular sign out folder, which you will be signing out. If you have someone else do the pick-up and they are late, you are still responsible for the late fee charge. The staff has to be paid for those extra hours.

### ABSENTEEISM

If your child has a doctor's appointment, please notify the front office or the child's teacher. This helps with our lunch count. If they are not going to be here at all, please inform the front office by calling so that the teacher can be aware and not expect the child to show up.

### LATE PAYMENT CHARGES

A late fee charge of \$5.00 will be added after 10:00 am on Tuesdays to your account balance if your payment is not received by that time.

# Glad Tidings Christian Academy

## School Uniform

Your child is required to wear a school uniform.  
Below is the required attire:

### **Shirts** – White, Yellow, Light Blue and Navy Blue

- Polo
- Long sleeved dress shirt with collar
- Sweaters
- Turtlenecks

### **Bottoms** – Khaki or Navy colored

- Skirts
- Shorts
- Skorts
- Jumpers

You may find these items at Target, Wal-Mart, JC Penny's Outlet and similar places.

### **Shoes & Socks** – Dark Colored

No **t-shirt** should be worn as part of a uniform.

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### **Fridays** – Gym Day

- Blue Glad Tidings t-shirt black
- Navy blue or gray sweats or shorts (according to the season)
- Gym tennis shoes

# Glad Tidings Christian Academy

## Tuition Chart

### *Pre-Kindergarten – 3<sup>rd</sup> Grade*

Grades	Weekly	Bi-Weekly	Monthly
Pre-K3	\$105	\$200	\$390
Pre-K4	\$100	\$190	\$380
Kindergarten	\$95	\$180	\$370
1 <sup>st</sup> Grade	\$90	\$175	\$345
2 <sup>nd</sup> & 3 <sup>rd</sup> Grade	\$85	\$160	\$325

**Referral Bonus** \$50.00 for each enrolled student after 30 days as a credit towards tuition

**Payment Methods** Families may choose to pay Weekly, Bi-Weekly, Monthly, or Bi-Monthly

### *Re-Enrollment Fee and New Family Enrollment*

Number of Children	One Time Payment
One Child	\$85
Two Children	\$125
Three Children	\$170

**Please Note** The monthly payment discount will only be valid with your payment in advance (1<sup>st</sup> week of every month).

### *A BEKA Curriculum Fee*

Pre-K3	\$130
Pre-K4	\$150
Kindergarten	\$185
1 <sup>st</sup>	\$230
2 <sup>nd</sup>	\$240
3 <sup>rd</sup>	\$250

### *Before and After School Payment Chart*

Supervised Before/After school care for preschool & elementary students is offered from 6:00 AM until school starts and after school until 6:00 PM. There is an extra fee for this service.

First Child	Weekly	Monthly
Before & After School	\$35	\$125
Before Care Only	\$20	\$65
After School Care Only	\$25	\$100
After School Care Only (Non-GTCA Students)	\$30	\$120

**Multi-Child Discount** 15% off the 2<sup>nd</sup> and 3<sup>rd</sup> child. Please note for Day Care: Holiday school breaks fees \$20.00 per day or \$90.00 per week.

Before and After School Care is offered for students in K3 – 3<sup>rd</sup> grade, but it is free for K3 and K4 students. Your child should be picked up by 3:30 PM. Otherwise, they must be enrolled in After School Care.

**Lunch** The cost for lunch is **\$7.50** weekly, **\$15.00** bi-monthly, or **\$30.00** monthly to be paid in advance. Lunch is free for K3 and K4 students.

# Glad Tidings Christian Academy

## Late Fees and Unpaid Balances

To All Parents

Glad Tidings will be enforcing an old policy of charging late fees for late payments.

**Monthly** payments are due within the first **4 working days** each month. If a parent pays on the 5<sup>th</sup> working day or after, a **\$20.00** late fee will be charged to their account.

**Bi-Monthly** and **Bi-Weekly** payments are due on or before the **2<sup>nd</sup> working day** of the week that payment is due. Parents who pay after the 2<sup>nd</sup> working day will be charged a late fee of **\$15.00**.

**Weekly** payments are due by **Tuesday morning**, otherwise a late fee of **\$10.00** will be charged.

**Absolutely no exceptions.**

### Unpaid Balances

If a parent leaves Glad Tidings owing a **balance**, we will use our attorneys to recover the balance. Also, Glad Tidings will not give that parent our information for tax purposes. In the event that the parent transfers their student to another school, we will not release any information that the school requests from us.

# Glad Tidings Christian Academy

## School Supplies

<b>Pre-K3</b> <ul style="list-style-type: none"> <li>• 2 boxes of large crayons</li> <li>• 6 extra-large stubby pencils               <ul style="list-style-type: none"> <li>◦ Can be purchased at Constructive Playthings on 103rd Street &amp; State Line</li> </ul> </li> <li>• 5 boxes of Kleenex</li> <li>• 2 bottles of Elmer's glue</li> <li>• 2 emergency sets of clothing &amp; an extra-large paint shirt</li> </ul>	
<b>Pre-K4</b> <ul style="list-style-type: none"> <li>• 1 box crayons</li> <li>• 2 red &amp; 2 black chubby pencils</li> <li>• 5 boxes of Kleenex</li> <li>• 1 bottle of Elmer's glue</li> <li>• 2 emergency sets of clothing</li> <li>• 1 plastic pocket folder</li> </ul>	<b>Pre-K5</b> <ul style="list-style-type: none"> <li>• 16 crayons</li> <li>• 8 colored pencils</li> <li>• 8 markers</li> <li>• 5 boxes of Kleenex</li> <li>• 1 bottle of Elmer's glue</li> <li>• 4 plastic pocket folder</li> <li>• 1 pair of Fiskars scissors</li> <li>• 10 #2 pencils</li> <li>• 1 pencil sharpener</li> <li>• 2 erasers</li> <li>• 1 plastic pencil box</li> <li>• 1 ruler 12 in' with centimeters</li> </ul>
<b>1<sup>st</sup> &amp; 2<sup>nd</sup> Grade</b> <ul style="list-style-type: none"> <li>• 16 crayons</li> <li>• 8 colored pencils</li> <li>• 8 markers</li> <li>• 5 boxes of Kleenex</li> <li>• 1 bottle of Elmer's glue</li> <li>• 4 plastic pocket folder</li> <li>• 1 pair of Fiskars scissors</li> <li>• 10 #2 pencils</li> <li>• 1 pencil sharpener</li> <li>• 2 erasers</li> <li>• 1 plastic pencil box</li> <li>• 1 ruler 12 in' with centimeters</li> <li>• writing paper               <ul style="list-style-type: none"> <li>◦ wide ruled</li> <li>◦ 2<sup>nd</sup> grade only</li> </ul> </li> </ul>	<b>3<sup>rd</sup> Grade</b> <ul style="list-style-type: none"> <li>• 1 box of crayons</li> <li>• 12 colored pencils</li> <li>• 8 markers</li> <li>• 5 boxes of Kleenex</li> <li>• 2 glue stick</li> <li>• 4 plastic pocket folder</li> <li>• 1 pair of pointed Fiskars scissors</li> <li>• 12 #2 pencils</li> <li>• 1 pencil sharpener</li> <li>• 2 pink large erasers</li> <li>• 1 pencil case</li> <li>• 2 spiral bound notebooks               <ul style="list-style-type: none"> <li>◦ wide ruled</li> </ul> </li> <li>• 2 packages of loose leaf paper               <ul style="list-style-type: none"> <li>◦ wide ruled</li> </ul> </li> <li>• 1 protractor</li> </ul>

# Glad Tidings Christian Academy

## Lunch Policy

### Lunch Menus

Lunch Menus will be issued at the beginning of each week throughout the regular school year.

### Lunch Boxes/Sack Lunch

Please pack a Freeze Pac or an ice pack in your children's lunch box to keep their lunch cool. Staff will not warm up food or refrigerate the students' lunch boxes. Please inform us in writing in advance if your student will bring lunch so they will not be included in the lunch count.

### Breakfast

Breakfast will be served at **7:30 am – 8:30 am** and is free for all students.

### Lunch Fees

Lunch Fees are **\$7.50 per week** or **\$1.50 per day** and are to be paid in advance. If you choose to pay by the month, the fee is **\$30.00**. We will not be able to keep track of if your student was absent on a particular day that you have already prepaid lunch for. Payments for lunch can be made through Procure/Tuition Express.

# Glad Tidings Christian Academy

## Greetings

My name is Mrs. Regina. I am the Administrative Assistance to Mrs. Fraser. I am happy to serve you this school year and love on your children. I am also the Volunteer/Fundraiser Coordinator. I will be calling, texting and emailing you throughout the year to decrease signs on the door and make sure that all dates, times, events, early release days and scheduled school closings are accurate. Please make sure that I have your email address and cell phone network carrier. We are asking each parent to volunteer six or more times this school year. There will be several opportunities for you to volunteer. From the planning committee's for the Valentine's Day Fundraiser and the Ice Cream Social to the Doughnuts for Dad and Muffins for Mom. The students will also be participating in a few individual fundraising endeavors. Thank you in advance for your support. I will provide a sign-up sheet at open house for parents to choose what they would like to sign up to volunteer for. Welcome to our school to the new parents and Welcome Back to our seasoned parents. Thank you again for allowing us to be a part of your village. We pray you and your family well and that this school year God meets the needs of your student exceedingly, abundantly far above what you could ask or think.

Kind Regards,

*Mrs. Regina, MA*

*Admin Assistant & Volunteer/Fundraiser Coordinator*

## Still have questions?

Stop by the office **2830 E. 60<sup>th</sup> Street | Kansas City, MO 64130**

Call us at **816-333-1054**

Email us at **[direfraser@aol.com](mailto:direfraser@aol.com)**

Visit our website **[GTCAcademy.org](http://GTCAcademy.org)**