



7032 TEMPLE TERRACE HIGHWAY • TEMPLE TERRACE, FLORIDA 33637 • TELEPHONE: (813) 899-6800 FAX: (813) 984-8301

December 4, 2007

Dear Parents,

I enjoyed spending time in the Pre-Kindergarten class yesterday. The students were happy and engaged and the teachers were full of energy and nurturing. I silently reprimanded myself for not spending more time visiting this dynamic classroom. I am very happy with the results we are seeing.

After speaking with Ms. Dee and Ms. Ami I decided that it was necessary to establish some more concrete procedures related to scheduling. Last year we made several changes to the structure of the Pre-K in order to provide greater flexibility to parents. However, many of the procedural details had not been fully worked out or explained to parents. The goal of this letter is to clear up many of these small, but important details.

Florida College Academy offers four Pre-Kindergarten options:

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|---|------------------|
| 1) 3 Days / Week, ½ Day (8:00 – 11:30) | \$150.00 / Month |
| 2) 3 Days / Week, All Day (8:00 – 2:45) | \$265 / Month |
| 3) 5 Days / Week, ½ Day (8:00 – 11:30) | \$240.00 / Month |
| 4) 5 Days / Week, All Day (8:00 – 2:45) | \$440.00 / Month |

Procedures for Parents of Three-Day Students

- Parents must designate in advance which three days they will use.
- Because the teachers need to be able to accurately plan for each day, the three selected days may not shift in an arbitrary manner. *Changes to the scheduled days should occur infrequently and be approved by the teachers in writing at least one week in advance.* We have prepared a Schedule Change Notification Form for this purpose.

- Like the elementary and middle school grades, tuition is constant regardless of absences.
- Unused days during one week may NOT be used as an additional day in the following week. Until now we have been allowing this practice, but it has been causing an unacceptable level of unpredictability for lesson planning and special scheduling.¹

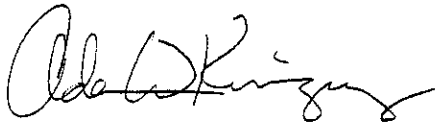
Procedures for Parents of Half-Day Students

Please pick up your children no later than 11:45. As you might expect, having to stagger pick-up times disrupts instruction for full day students.

Of course, our goal here is to balance flexibility to parents with instructional predictability. Please let me know if you have remaining questions.

Yours,

Adam Kingry, Principal



Florida College Academy

¹ Parents desiring a permanent 4-day arrangement can speak to the principal and teachers in order to establish a custom plan. There are some complications with this situation.