



OFFICE OF THE SUPERINTENDENT ~ CATHOLIC SCHOOL SUPPORT SERVICES

ROMAN CATHOLIC DIOCESE OF BROOKLYN

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February 27, 2019

Dear Parents and Guardians of St. Frances Cabrini Catholic Academy,

Recently, we met with representatives of the St. Frances Cabrini Home Academy Association and they had shared with us several questions that have been raised regarding the merger with St. Brigid Catholic Academy.

Below are the questions raised along with the answers.

How do we apply for the scholarships that are being offered through Futures in Education?

- Families who wish to apply for financial aid should follow the existing process by going to www.futuresineducation.org/scholarships/; read the guidelines and income requirements and apply.*
- A minimum scholarship amount of \$1,500 has been set for families applying for financial aid to attend St. Brigid – St. Frances Cabrini Catholic Academy per the table shown below. There are several sources of funding, which include generous donations from Futures in Education, Children’s Scholarship Fund and St. Brigid Parish.
- Families are encouraged to apply as soon as possible but no later than 3/31/19 and to select the newly merged school name, St. Brigid-St. Frances Cabrini Catholic Academy in the FACTS application.
- Funding is awarded on a first-come, first-serve basis. Only families that have submitted a completed application with all supporting financial documents and that are within the income guidelines published on the Futures in Education website will be considered for a scholarship award.
- Awarding will continue until all funds are exhausted.
- Families must reapply for the scholarship each year and will be awarded provided they continue to meet the requirements named above.
- The table below does not include the additional one-time scholarship of \$500 per student from the St. Elizabeth Ann Seton Trust, which will be awarded to all students transferring from St. Frances Cabrini Catholic Academy to another Brooklyn or Queens Catholic academy or school.
- If an awarded family should choose to transfer the student to another Catholic academy or school in Brooklyn or Queens, the scholarship award for the family will follow, but may not remain at the minimum levels detailed below.

**An exception to the application process is those families who have been awarded by Children’s Scholarship Fund’s Teddy J. Forstmann awards. These returning families must apply with Children’s Scholarship Fund (instructions have already been sent). An additional application to Futures in Education would be required if the Teddy Forstmann award is less than the minimum scholarship amount in the table below.*

**Funding Scale for Tuition Assistance
For Students of St. Brigid-St. Francis Cabrini Catholic Academy**

<u># of Children</u>	2019/2020 Tuition Amount		<u>Minimum Scholarship*</u>	Tuition Amount After Scholarship	
	<u>Catholic</u>	<u>Non-Catholic</u>		<u>Catholic</u>	<u>Non-Catholic</u>
1 Child	\$3,810	\$4,310	\$1,500	\$2,310	\$2,810
2 Children	\$5,345	\$5,995	\$2,250	\$3,095	\$3,745
3 Children	\$6,180	\$6,580	\$2,750	\$3,430	\$3,830
4 Children	\$7,365	\$7,715	\$3,250	\$4,115	\$4,465

* Scholarships will only be awarded provided the family meets the eligibility criteria described above. Amounts may be higher based on the applying family’s financial situation.

Will the Pre-K for All Program remain at St. Frances Cabrini Catholic Academy?

After further review of the enrollment trends in the Pre-K for All Program and the anticipated building repairs where the Pre-K for All Program is housed, it was determined that the Pre K for All Program will cease to operate on June 30, 2019.

What is meant by a merger of St. Frances Cabrini Catholic Academy and St. Brigid Catholic Academy?

When a merger of two academies is announced, the goal of a merger is to blend both communities together and form a new community.

All resources from both Academies will be assessed including the faculty, staff and administration. The faculty from both St. Brigid Catholic Academy and St. Francis Cabrini Catholic Academy will be invited to apply for a position in the merged academy.

Each faculty member that applies will be reviewed and hiring decisions will be made ensuring the best candidate is chosen for the position.

Programs currently operating in both Academies will be evaluated and the best programs will be established in the merged Academy. Both St. Francis Cabrini Catholic Academy and St. Brigid Catholic Academy receive charter money to enhance the academic programs and technology in the academy. Programs and technology funded by charter money are transferred to the merged academy so the students will continue to benefit from the use of the programs and technology.

In addition, new programs will be added as the Office of the Superintendent~Catholic School Support Services continues the process of assessing the educational needs of the students.

Funding sources from the St. Elizabeth Ann Seton Trust will be combined which allow for additional financial support.

What will the name of the Academy be?

The name of the merged Academy will be St. Brigid~St. Frances Cabrini Catholic Academy.

Will there be additional “open houses” scheduled?

Following the two “open houses” scheduled for February 26, 2019 and February 28, 2019, we will schedule additional information nights for parents.

When will I need to decide regarding registration at St. Brigid~St. Frances Cabrini Catholic Academy?

We would like to complete the registration process for St. Brigid~St. Frances Cabrini Catholic Academy by March 31, 2019.

Completing the registration process by March 31, 2019 allows us to finalize the faculty, staff and administration.

What if we want to go to another Catholic Academy?

Parents/Guardians are free to select the Catholic Academy that they believe best for their children. If you choose to attend another Catholic Academy, please inform Mrs. Murphy.

Will the New Academy have a Home Academy Association?

Parental involvement is essential to the success of any Catholic Academy. We would want to establish a Home Academy Association before the end of this academic year.

Will there be bus transportation to St. Brigid~St. Frances Cabrini Catholic Academy?

We are currently working with the New York City Office of Pupil Transportation to establish yellow bus routes. Once we have 11 students registered at St. Brigid~St. Frances Cabrini Catholic Academy, we will be able to begin working on establishing the yellow bus routes.

Will I need to purchase a new uniform for my child (ren)?

In the past when two Academies merged, it was decided to wait at least a year before uniform changes were made.

The Home Academy Association works with the principal in selecting the new uniform.

Will policies and procedures be the same at the St. Brigid~St. Frances Cabrini Catholic Academy?

The Academy adopts the policies and procedures outlined in the Office of the Superintendent~Catholic School Support Services Administrative Manual.

What will the class size be?

Our goal is to maintain a class size of 22 to 25 students in each grade.

Will St. Brigid~St. Frances Cabrini Catholic Academy be engaged in Strategic Planning and Accreditation?

Yes, the strategic planning process will begin in the Fall of 2019. Parents will be involved in the strategic planning process.

Will there be a Board of Directors for St. Brigid~St. Frances Cabrini Catholic Academy?

We are in the process of establishing a Board of Directors comprised of representatives from St. Barbara, St. Brigid and St. Joseph Patron.

In addition, we are seeking Board Directors from All Saints and St. Martin of Torres.

Additional Questions:

We have asked the representatives from your Home Academy Association to be in constant contact with us.

As you have additional questions, please feel free to share your concerns with them.

We will be meeting periodically with the Home Academy Association.

We hope this letter clarifies the concerns that have been raised since the parent meeting held on Thursday, February 7, 2019

Sincerely,

Thomas Chadzutko

Thomas Chadzutko, Ed.D.
Superintendent~Catholic School Support Services

Joan McMaster

Joan McMaster
Associate Superintendent

Roxanna Elder

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