

# Scotch Plains–Fanwood Preschool Program Tuition Agreement (2025-2026)

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This document outlines the terms and conditions for preschool tuition during the 2025-2026 school year.

## **Tuition**

Tuition for the 2025-2026 school year is \$4,300 annually, which can be paid all at once or in installments of \$430/month. Families with “multiples” will receive a 10% tuition discount for any additional sibling(s).

## **Tuition Assistance**

Tuition will be provided at no cost to families who qualify for the Free and Reduced School Meals program per federal guidelines. Instructions and forms to apply for free and/or reduced lunch status will be posted on the district website when they become available in the summer. Please visit <https://www.spfk12.org>, click on “Departments” and select “Business Office”. The “Application Process for Free & Reduced Lunch” can be found in the menu on the left to download the application. This application is available in English or Spanish. If you require the application in another language please contact Ms. Judi Resnicoff. She can be reached at [jresnicoff@spfk12.org](mailto:jresnicoff@spfk12.org) or (908) 232-6161 x41303. The completed forms and required documentation must be submitted to Ms. Resnicoff in the Business Office for consideration. Once the application is reviewed, the family will be notified in writing whether or not they qualify for free tuition. Please note that families must reapply for approval every school year.

## **Tuition Deposit**

A non-refundable tuition deposit of \$430 is due by **June 25, 2025** to secure your child’s spot in his/her class. This deposit will be applied to the September 2025 tuition payment. Please mail a \$430 check or money order made payable to the **SPF-BOE** to the SPF Preschool Program, Attn: Kate Rosander, 667 Westfield Rd, Scotch Plains, NJ 07076. Include your child’s full name on the memo line.

## **Monthly Payment Options**

Monthly tuition payments for **October 2025 through June 2026** are due on the first of each month. Payments should not be sent to your child’s school or to the SPF Preschool Office. Payments may be submitted directly to the Business Office in one of the following ways:

- 1) **Check or Money Order** made payable to the **SPF-BOE** should be mailed directly to:

SPF Public Schools Business Office  
Attn: Debbie Welch  
512 Cedar St  
Scotch Plains, NJ 07076
- 2) **Credit card/electronic check payments** can be submitted online at [www.PaySchoolsCentral.com](http://www.PaySchoolsCentral.com) beginning with the October 2025 installment. Instructions for doing so will be provided at the start of the school year. Please note that there is a nominal fee associated with making online payments.

### **Late Payments**

Repeated late or missing payments will result in your family being required to set up automatic payments or credit card payments through [www.PaySchoolsCentral.com](http://www.PaySchoolsCentral.com), or to pay the remaining balance for the school year in full. Otherwise, your child will not be able to continue attending the program.

### **Tuition Adjustments due to School Closures**

Tuition will not be adjusted for school closures that are indicated on the district calendar or short-term emergency closures deemed necessary by conditions including, but not limited to, inclement weather, power outages, etc. The district calendar is posted at [www.spfk12.org](http://www.spfk12.org) under the “Families” tab. Credits will not be granted for days that children do not attend due to illness, vacation, or other personal scheduling conflicts.

### **Withdrawal from the Program**

Written requests to withdraw your child from the SPF Preschool Program must be emailed to [Preschool@spfk12.org](mailto:Preschool@spfk12.org) or mailed to SPF Preschool Office, Attn: Kate Rosander, 667 Westfield Rd, Scotch Plains, NJ 07076. Please state the last day your child will attend and the reason for withdrawal. You will be required to complete the district's *Student Transfer Verification Form* for our records, which will be provided to you at that time.