

KPS Families,

First and foremost, I hope that everyone is safe and healthy and continuing to find the silver lining in this time spent at home with family.

Since it is now clear that as a result of the continuing COVID-19 pandemic the Preschool will not be able to re-open for the remainder of the 2019/20 school year, I want to give you an update on how we will be handling the refunds of any tuition you have remaining in your accounts.

I have posted your tuition refund credits for the balance of the year to your accounts in www.MyProcure.com, and we will begin issuing refunds to all families next week.

You have a few options regarding how to receive/apply those refunds:

- 1) You may elect to receive a full refund by check. Unfortunately, we do not have the ability to refund partial payments back to your credit cards, so we will be preparing and mailing refunds by check.
- 2) Any family who is registered to return for the 2020/21 school year may elect to roll over any refund as a prepayment toward next year's tuition.
- 3) The latest relief legislation (the CARES act) includes a provision that will allow all tax payers to take a \$300 charitable deduction on their 2020 tax return – even if they do not itemize their deductions. Any family who is able and interested can choose to donate some or all of their refund back to the school as a deductible charitable donation. 100% of any donation will be used to offset the expense of keeping our teachers employed and paid their full salaries through the end of the school year.

When we closed the school in March, we had several families who expressed interest in donating their tuition refunds back to the school – and to them we are most grateful. Now that we have a clearer picture of the exact amounts of those refunds, I would ask any family interested in making a donation to the school from their tuition refund to re-confirm that intention and the amount they would like to donate.

**** Please let me know how you want to receive/apply your tuition refund by the end of this week so that we can start getting refund checks prepared and mailed next week. ****

Moving forward, our teachers and staff are committed to finding new and creative and interactive ways to stay in contact with your children. It's a work in progress as we are all in uncharted territory at the moment – but be on the lookout for more details from Ms. Connie in the coming days.

Be well, stay safe, and do not hesitate to reach out to me with any questions,

Elizabeth Burnette
KPS Registrar
(619)316-9449