



E A S T M I N S T E R  
P R E S B Y T E R I A N

**Eastminster Presbyterian Church  
Covenant Family Agreement  
for Eastminster Day School Parents**

**PARENTS' GUIDE**

(Revised 2-23)

- I. The Covenant Family policy was implemented by the Session of Eastminster Presbyterian Church in November 2013 with the following in mind.
  - a. The Covenant Family Agreement is implemented to encourage and acknowledge Eastminster Presbyterian Church (EPC) member parents who are trying to be intentional in the faith formation of their children by allowing them registration priority and discounted tuition for their children in Eastminster Day School (EDS).
  - b. EDS parents grow in faith and shape their children's faith through participation in the EPC community evidenced by attendance and serving beyond themselves in Christ's work.
  - c. EDS is possible through the substantial resources provided by EPC. Contributions to EPC support this mission of the church. The discounted tuition allowed to Covenant Families of EPC recognizes that they are a vital part of the life of Eastminster in worship, stewardship, and service.
  - d. The Covenant Family Agreement discourages the intent of some parents to join EPC simply to receive priority for admission to EDS.
- II. The Covenant Family Agreement defines quantitative minimum requirements for worship attendance, giving, and service. However, it is **not** a guarantee for enrollment. Parents who meet the minimum requirements are allowed registration priority and discounted tuition.
  - a. Worship Attendance
    - i. The attendance of a husband and wife must be 34 times per year. A couple can meet this collectively. For example, over the course of 52 Sundays, a husband attending 19 times and a wife 15 times would be 34 times, therefore meeting the threshold.
    - ii. If only one member of a parent couple is an EPC member, he/she is considered a single church member parent and must attend 17 times per year.
    - iii. Sunday morning worship as well as other special services (including but not limited to Peace service, Easter Sunrise and Christmas Eve service) are all recognized as worship attendance.

- iv. You **must** sign the Friendship Pad which is available at all Sunday worship services to record your attendance. Be sure to note that you are an EDS parent on the register to expedite the process.
    - v. clearly indicate whether one or both parents are present When signing the Friendship Pad as a family.
    - vi. Serving in the nursery or Children’s Church, and performing Usher/Deacon/Elder duties on Sunday morning may be recognized as **either** worship attendance or a service requirement, but not both. You may either locate and sign a friendship pad to document attendance, or log your service on the EDS website.
  - b. Service
    - i. Parents must participate in a service opportunity for a total of four times per year. A couple can meet this collectively. For example, a husband could complete 3 service opportunities, and a wife completes one service opportunity, for a total of 4 service opportunities within the calendar year.
    - ii. Service opportunities are published in the EPC e-newsletter and on the website
    - iii. You must submit a completed Covenant Family Information & Service Record Form found on the home page of the EDS website. You will get an auto-reply email for you to save for your own records.
    - iv. Parents who are Elders or Deacons must note that service on the website as above
  - c. Giving
    - i. The minimum financial contribution is \$1,300 per year. This must be given to the EPC General Fund. Special offerings and other gifts are separate from Covenant Family requirements.
    - ii. Contributions should be made in EPC church offering envelopes, by personal check, or by online giving or bank draft, to ensure they are appropriately recorded.
    - iii. Only the EPC treasurer and senior administrators know an individual’s contributions to EPC. EDS Ministry Team members and EDS administrators will only know whether a parent has met the minimum requirements for the Covenant Family Agreement.
- III. Covenant Family requirements are reviewed once per year for existing Covenant Families, with an additional qualifying review opportunity for families seeking Covenant Family status.
  - a. In January, requirements are reviewed for the previous calendar year, ending December 31<sup>st</sup>. At this time, parents must have met the full yearly minimum requirements of 34 worship attendances, \$1300 in giving, and 4 completed service opportunities.
    - i. Conforming Covenant Family parents (meaning those who have met all the requirements as of December 31<sup>st</sup>) who wish to enroll a child **for the first time**, have priority over other EPC families and non-church member families.
    - ii. Conforming Covenant Family parents who are re-enrolling current students:
      - 1. Have priority for status changes when re-enrolling. Status changes are Full-time to Part-time, Part-time to Full-time, Two-day to Three-day, Three-day to Two-day
      - 2. Will continue to receive discounted tuition for the current calendar year

3. Have priority for registration for siblings
  - iii. Nonconforming Covenant Family parents (meaning those who have not met all the requirements as of December 31<sup>st</sup>) of currently enrolled children:
    1. Have no priority for status changes when re-enrolling
    2. Will pay the higher tuition rate for January through June
    3. Will register siblings of currently enrolled students in the EPC Church Member/ Non-church Member category
  - iv. Nonconforming Covenant Family parents (meaning those who have not met all the requirements as of December 31<sup>st</sup>) who wish to enroll a child **for the first time** are encouraged to seek EDS admission through the enrollment lottery. Lottery information can be found on the EDS website.
  - b. In June, requirements are reviewed for the previous January 1<sup>st</sup> – May 31<sup>st</sup> for **only those families who are seeking Covenant Family status** (new families or those seeking reinstatement). At this time, parents must have met the following pro-rated thresholds: 14 worship attendances (7 for single-member parent), 2 service opportunities, and \$550 in giving.
    - i. *Conforming Covenant Family* parents (meaning those who have met all the requirements as of May 31<sup>st</sup>):
      1. Will pay the lower tuition rate for July through December
      2. If applicable, the child’s waitlist status will be adjusted based on the order of enrollment priority found on the “Enrollment and Tuition” page of the EDS Website
    - ii. *Non-conforming Covenant Family* parents (meaning those who **have not met** all the requirements as of May 31<sup>st</sup>) will pay the standard EPC member/ non-member tuition rate for July through December and are encouraged to work toward meeting the Covenant Family thresholds for the remaining calendar year.
  - c. The worship attendance, service, and giving thresholds are intentionally set at modest levels. Our hope is that parents will exceed all three measures. However, as a community of faith, we wish to support our members who are experiencing difficult times. Please reach out to the current EPC staff contact (Janice Blair [jblair@eastminsterpres.org](mailto:jblair@eastminsterpres.org)) if you feel that your family requires a special consideration.
- IV. Parents who wish to participate in the Covenant Family opportunity must sign the agreement acknowledging that they have read and understand the Covenant Family Agreement Parent’s Guide and the Policies and Procedures for Achieving and Maintaining Covenant Family Status. If both parents are EPC members, both parents must sign the agreement.