

## **Student Fees, Fines and Charges**

### **Fees For Use Of Textbooks And Items Which Are School Property**

School property is often loaned to students. No fee will be assessed for this property. However, it is expected that students shall return school property to the school in good condition except for ordinary wear.

Students shall be assessed fines for lost or damaged school property. Specifically, in computing textbook fines, replacement cost would be one hundred percent for books one to three years old. Replacement cost in the fourth year, and each consecutive year, would be reduced by ten percent from the original cost, with minimum replacement cost being sixty percent of the original cost. Library books, materials, equipment and computer software lost or rendered unusable shall be charged at current replacement costs.

If the school district has made a reasonable effort to obtain payment for lost or damaged school property to no avail, the district may then withhold the diploma, transcript, or grades of any student who fails to return or replace such property at the end of the semester or school year. If a student is graduating, the district may deny the privilege of participation in the graduation ceremony if the student has failed to return or replace this property by the date of the ceremony. Alternative payment methods, such as installment plans or school service, shall apply to students who are unable to pay.

### **Fees For Consumable Supplies And Materials**

Teachers shall select instructional activities for each course that are based on district standards. Students may be charged a fee for consumable supplies and materials used in the course. Fees attached to courses required for graduation may be waived upon request. Fees for consumable supplies and materials shall relate directly to the actual cost of providing these materials to the individual student. When fees are used for supplies and materials, those items shall contribute to a project that becomes the property of the student. Fees shall correlate with a specific course in the school year for which they are collected. In addition, students may be required to pay for optional materials they select for class projects that are above the basic requirements for the course and are to be retained by the student.

### **Miscellaneous Fees**

Students may be asked to pay miscellaneous fees as a condition of voluntary participation in or attendance at school-sponsored activities or programs not within the academic portion of the educational program. Miscellaneous fees may include but not be limited to, athletic participation fees, uniforms, performance attire, or school dances. Extra-curricular, co-curricular activities and student organizations may collect fees to cover the cost of specific activities and/or events.

Students participating in activities which are not required by the teacher or used in the determination of a grade may be required to pay charges covering the cost of the

activity. Students may be required to pay for such charges and may include but not be limited to all or part of field trip costs, admission or entrance fees, food costs, and lodging. However, it is incumbent upon the teacher and principal to make every effort to be sure no student is denied the right to participate in trips or other enrichment activities because of lack of funds.

There shall be no admission charge for students for any program given at school during the school day. Students may be charged admission for programs and events held after school hours.

Student activity passes shall be available to all secondary students at a reasonable price to encourage school-wide participation in activities. The cost of activity passes shall be set at each school based on regular season league prices. Activity passes shall admit students to selected student activities. Activity passes shall not be transferable. CHSAA sponsored, post-season, playoff games do not allow the use of these activity passes. Post-season tickets are sold separately. Holding an activity ticket shall not entitle a student to an annual/yearbook.

### **Participation Fees**

Students participating in athletic, intramural, cheerleading and forensic programs shall pay a participation fee. Any participation fee collected shall be used to fund the particular activity for which it is charged and not for any other purpose. The participation fee shall be paid prior to a student being involved in the activity. Fees may be waived if there is financial need. Participants who are cut or who quit an activity up to and including the 15<sup>th</sup> calendar day from their first day of practice shall be reimbursed the full amount of the fee. Requests for reimbursement shall be made no later than 25 calendar days after the beginning date.

A coach will not allow a student to participate in any practice or game without the signed form from the school office. This form shall act as receipt of fees.

Fees will be deposited by the recipient school; the deposit slip and receipt will be forwarded to the office of Financial Services no later than 30 days after the beginning of the athletic or forensics season. Fees will be deposited in a district-wide student activities account using current deposit procedures. Fees collected for cheerleading participation will be deposited in the school's cheerleading activities account.

A listing of participants will be sent to the director of athletics and activities listing names, amount of collections, waivers and reimbursements no later than 30 calendar days after the beginning of the season.

### **Waiver Of Fees**

Fees attached to courses required for graduation may be waived upon request. Any optional fee not waived or not paid will exclude a student from that activity. Students requiring financial assistance and/or who are eligible for free and reduced lunch (under federal guidelines) can request a waiver or scholarship through school administration. (Extreme hardship situations not meeting this minimum may be considered by the

principal.) Notification of how a student may request a scholarship or access a waiver shall be published in course description books.

### **Fee Schedule**

A complete list of student fees and their purposes shall be maintained by building principals and made available upon request. Parents shall be informed of the fee schedule or otherwise how to apply for a waiver of fees. Students qualifying for a fee waiver will receive it without unnecessary embarrassment or public exposure of their need.

A list of all fees will be submitted to the Board on an annual basis and coincide with the publication of course description books at each school. Prior to submission to the Board of Education, fee lists will be reviewed and approved by building principals, program and level directors.

Notification of fees and what they purchase will be included in course description books. In addition, notification could be included in but not limited to: newsletters, summer letters, and course syllabi.

Students may be requested to bring specific, necessary supplies for their own use in the classroom. This list shall be prepared by the teacher, approved by the principal, and provided to the parent. Schools may not request students to bring supplies to the class to be "pooled" or for shared use by the other students. Items voluntarily shared would be considered a donation.

### **Fee Changes**

Any changes to fees must be reviewed and approved by building principals, program directors and level directors and then approved by the Board. Approval shall be obtained prior to the fees being changed and charged.

### **Additional Program Fees**

The Board may approve fees recommended by the superintendent for programs offered during that period of the calendar year not embraced within the regular school year. Examples could include but are not limited to: continuation programs, part-time programs, evening programs, vocational programs, programs for aliens, community educational programs, cultural, recreational, social and other "opportunity programs".

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St. Vrain Valley School District RE-1J, Longmont, Colorado