Elgin Public School Student Fees Policy

2015-2016

STUDENT FEE POLICY

The Board of Education acknowledges that the Public Elementary and Secondary Student Fee Authorization Act authorizes school districts to charge student fees for certain student activities and requires the district to adopt a policy addressing student fees. Further, the Board recognizes the fact that there are expenses relating to educational and extracurricular programs and activities that may require financial participation by students and their parents or guardians. In order to provide the district's students and their parents or guardians with guidance regarding the district's position on student fees, the Board of Education enacts the following Student Fee Policy. It is the intent of the Board to provide equal access for students to all programs while complying with the laws of Nebraska and the rules and regulations of the Nebraska Department of Education.

A. **DEFINITIONS.**

- (1) <u>Extracurricular activities</u> means student activities or organizations which are supervised or administered by the school district, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the school district.
- (2) <u>Postsecondary education costs</u> means tuition and other fees associated with obtaining credit from a postsecondary educational institution. For a course in which students receive both high school and postsecondary education credit or a course being taken as part of an approved accelerated or differentiated curriculum program pursuant to Neb. Rev. Stats. 79-1106 to 79-1108.03, the course shall be offered without charge for tuition, transportation books, or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.
- **B. FEES AUTHORIZED.** Except as provided otherwise herin, the district may require and collect fees or other funds from or on behalf of students or require students to provide specialized equipment or specialized attire for any of the following purposes:
 - (1) Participation in extracurricular activities;
 - (2) Admission fees and transportation charges for spectators attending extracurricular activities;
 - (3) Postsecondary education costs;
 - (4) Transportation pursuant to Neb. Rev. Stat. 79-241, 79-605, and 79-611:
 - (5) Copies of student files or records pursuant to Neb. Rev. Stat. 79-2, 104;
 - (6) Reimbursement to the district for school district property lost or damaged by the student;
 - (7) Before-and-after-school or pre-kindergarten services offered pursuant to Neb. Rev. Stat. 79-1104;
 - (8) Summer school or night school; if not otherwise prohibited by IDEA, ADA or Section 504;
 - (9) Breakfast and lunch programs;
 - (10) Any other fee authorized by law.
- **C. PERSONAL OR CONSUMABLE ITEMS.** The district shall request that students furnish minor personal or consumable items for specified courses and activities, including, but not limited to, pencils, paper, pens, erasers, crayons, scissors, basic clothing, notebooks, protractors, facial tissues, index cards, rulers, glue, folders, and similar personal or consumable items. Students shall be requested to furnish the following personal or consumable items for the following courses and activities:

Music: band books for lessons, reeds, oils, miscellaneous instrument supplies, socks for marching band

In the event that a student pays the consumable materials fee and loses, wastes, or damages the provided materials through careless, reckless, or irresponsible behavior, the student may be required to provide his or her own consumable materials.

- **D.** <u>NONSPECIALIZED ATTIRE (CLOTHING).</u> Students shall be requested to furnish and wear the following non-specialized attire meeting the following general written guidelines for the following specified courses and activities:
- 1. Clothing in compliance with the student dress code during the regular school day.
- 2. Clothing in compliance with the student dress code as defined by a teacher, sponsor, or coach for a particular activity, i.e. ties on game day, dress clothes for a concert or ceremony, gym attire for P.E., or old clothes for art or an agricultural lab activity.

E. <u>COURSE PROJECT MATERIALS.</u> Students shall be requested to furnish the following materials for the following course projects:

Vocational Agriculture, Family & Consumer Science, Art, Industrial Technology Projects and any other specific course or class projects which become the property of the student upon completion of the project.

F. <u>MUSICAL INSTRUMENTS AND ACTIVITIES.</u>

Students shall be required to furnish musical instruments for participation in optional music courses that are not extracurricular activities except that a musical instrument shall be provided without charge for any student who qualifies for free or reduced-price lunches under United States Department of Agriculture child nutrition programs. The district shall not be obligated to provide a particular type of musical instrument for any student.

The following music courses are extracurricular activities: 5-8 Band, Swing Choir, Pep Band, and Marching Band.

The fees for musical instruments, specialized attire, and other specialized equipment shall be as follows: Students will be required to pay for reeds, oils, and other materials. They will also be responsible for any damages to an instrument (other than normal use).

- **NON-MUSIC EXTRACURRICULAR.** Students shall be requested to furnish the following equipment or attire for the following non-music extracurricular activities: Girls Basketball (shoes, socks, sports bra, T-shirt/practice, shorts/practice, equipment bag); Boys Basketball (shoes, socks, jock strap, T-shirt/practice, shorts/practice, equipment bag); Track (shoes---running and spikes, practice clothes); Volleyball (practice shirts, shorts, shoes, sports bra, socks, and knee pads); Wrestling (wrestling shoes and running shoes, practice attire); Football (football shoes, socks, T-shirts, shorts, jock straps); Dance (leotards, pants, gloves, socks, poms, shoes); FCCLA (shirts); FFA (FFA jacket, black pants or skirt, black shoes, white shirt, black socks or nylons); Golf (clubs/bag, tees, balls, markers)
- **H.** <u>POSTSECONDARY EDUCATION.</u> Students shall be required to pay the following fees for postsecondary education: Cost of college credit and student fees as determined by Northeast Community College for Project Challenge or Dual Credit Classes, and college transcripts.
- **I.** TRANSPORTATION COSTS. Pursuant to Neb. Rev. Stat. 79-241, 79-605, and 79-611, students shall be required to pay the following transportation costs: Mileage to and from job shadowing, work apprenticeships, internships (unless required for graduation).
- **J.** <u>SCHOOL STORE.</u> The district shall operate a school store in which students may purchase food, beverages, and personal or consumable items. Said purchases shall not be subject to any fee waiver.
- **K.** <u>STUDENT RECORD COPY CHARGES.</u> No fee shall be charged to students, their parent(s), and/or their guardian(s) for copies of a student's files or records provided pursuant to Neb. Rev. Stat. 79-2,104.
- **L. BEFORE AND AFTER SCHOOL/PREKINDERGARTEN.** Following is a schedule of fees required for participation in before-and-after-school or prekindergarten services offered by the district pursuant to Neb. Rev. Stat. 79-1104: 4-year olds Preschool fees \$50 during school year, 3-year olds Preschool fees-\$40 during school year, breakfast--\$1.50 and lunch--\$2.10.
- **M.** BREAKFAST AND LUNCH PROGRAM. Following is a schedule of fees required for any breakfast and lunch program offered at the district. PreK-6 breakfast--\$1.50, lunch--\$2.10. 7-12 breakfast--\$1.50, lunch \$2.35.
- **N.** OTHER ITEMS. Charges for yearbooks, class rings, letter jackets, and similar items are sold as a convenience to students and are not fees and are not covered by this policy. Fines for overdue library books, abuse of school parking privileges, and other school rules, regulations, and policies developed for the safe and efficient operation of the school are not student fees.

- **O.** <u>DRIVER'S EDUCATION.</u> The fee for driver's education is a minimum of \$190.00. As instructor and vehicle costs increase, the required fees may also increase for those participating in driver's education.
- PUBLIC HEARING. On or before August 1, 2002 and annually each year thereafter, the School Board shall hold a public hearing at a regular or special meeting of the Board on a proposed student fee policy, following a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the prior school year. The student fee policy shall be adopted by a majority vote of the School Board and shall be published in the student handbook. The board shall provide a copy of the student handbook to every student at no cost to the student. The student fee policy shall include specific details regarding those items required by law. In the event that the district would like to consider offering service or materials for a fee which is not offered at the time that this policy is adopted or if the district would like to consider charging a fee for services or materials currently provided at no charge to the students or their parents or if any other change is desired, a public hearing shall be held at a regular or special meeting of the Board on the proposed changes to the student fee policy before any changes to the policy are adopted. If changes are made to the policy after the public hearing, written notice shall be provided to the students and their parents as soon as is practicable.
- **Q.** STUDENT FEE FUND. The district hereby establishes a student fee fund. The student fee fund shall be comprised of all money collected from students from: dues in relation to participation in extracurricular activities. No other money shall be deposited in the student fee fund, whether from other student fees or taxes, and the money shall be expended for the purposes for which it was collected from the students.
- **R.** <u>FEE WAIVER.</u> Any fees to be charged or materials required to be provided for the following shall be waived for students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs:
 - (1) Dues in relation to participation in extracurricular activities;
 - (2) Specialized equipment or specialized attire for participation in extracurricular activities;
 - (3) Musical instruments both for participation in optional music courses that are not extracurricular activities and for participation in extracurricular activities.

Other student fees may also be waived at the discretion of the Superintendent or his or her designee for students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs.

- **S. PENALTIES.** Students who fail to pay overdue student fees or restitution fees may be subject to administrative penalties including but not limited to exclusion from graduation and commencement ceremonies or related activities, exclusion from prom, withholding of the yearbook or annual, etc.
- **T. <u>FUND-RAISING.</u>** Students may be required to partake in fund-raising activities in order to participate in extracurricular activities. If fund-raising is required for a particular extracurricular activity, any student participating in said activity shall be expected and required to participate equally and share equally in whatever funds are raised or pay a pre-determined fee.
- **U.** <u>SEVERABILITY CLAUSE.</u> If any section or part of this policy is declared invalid or unconstitutional, the declaration will not affect the validity or constitutionality of the remaining portions.

The following fees, charges or fines will be assessed during the school year for students involved in the activities described.

Students may apply for waivers of some fees under district waiver guidelines. The student fee policy and guidelines will be published annually in the Student Handbook.

Class Dues or fees:

Freshman	\$20
Sophomore	\$20
Junior	\$20
Senior	\$20
Magazina Salas of \$25,00 or cash	

Magazine Sales of \$25.00 or cash Concession Stand Worker or fines

Dance/Cheerleading:

Uniforms

FCCLA:

Dues \$15

FFA:

Dues \$20 FFA Jacket \$30

Drivers Education

Fees minimum of \$190

STUDENT FEE WAIVER PROCEDURES

The board recognizes that while certain fees, specialized equipment, specialized attire, or project materials are appropriate and authorized, some students and their families are not financially able to afford them. The school district will grant waivers upon request to the students of families eligible for free or reduced priced meals under the federal Child Nutrition Program.

Waivers must be request prior to the deadline for waiver of individual categories of fees or items. Waivers will not be approved retroactively for fees previously paid or specialized items, attire or project materials purchased by students. Only those fees and items eligible for waivers as required by state statute shall be waived.

- 1. Participation fees or specialized equipment or attire: The end of the first week of practice for a particular sport or activity.
- 2. Spectator transportation charges: One day prior to the transportation usage.
- 3. Course project materials: One week prior to the beginning of project construction

Parents or students eligible for waivers shall make an application on the form provided by the school district. Applications may be made at any time but must be renewed annually. Denial of a waiver may be appealed to the superintendent, but eligibility is strictly dependent upon meeting financial guidelines established by the Child Nutrition Program.

The school district will treat the application and waiver process as any other student record and student confidentiality and access provisions will be followed.

The school district will annually notify parents and students of the waiver. The student fee policy and guidelines will be published annually in the Student Handbook.

COURSE PROJECT PURCHASE FORM

Amendments to the Public Elementary and Secondary Student Fee Authorization Act prohibit the district from requiring students to furnish materials for standard course projects. In general, all course projects will remain the property of the district. However, it is the district's policy to allow students to purchase their projects provided they have agreed to such a purchase prior to beginning work on the project.

ALL INFORMATION REQUESTED ON THIS FORM MUST BE COMPLETED PRIOR TO BEGINNING THE PROJECT TO ALLOW PURCHASE BY THE STUDENT.

PLEASE PRINT

Course:	Expected Completion Date
Project:	
Estimated Cost:	Instructor's Signature
oject's expected completion date. udent's Signature:	agree to purchase this project and/or all project materials following the
oject's expected completion date. udent's Signature:	