

## **STUDENT FEES, FINES AND CHARGES**

Students shall not be charged an instructional fee as a condition of enrollment in school or as a condition of attendance in any class that is considered part of the academic portion of the district's educational program except tuition when allowed by law. However, the district may require students to pay textbook fees, fees for expendable materials and other miscellaneous fees as more fully set forth in this policy.

All student fees and charges shall be adopted by the Board. The fee shall remain in place until modified or removed by Board resolution. All student fees adopted by the Board shall be used for the purposes set forth in the motion and shall not be spent for any other purpose.

When publicizing any information concerning any fee authorized to be collected by this policy, the school will specify whether the fee is voluntary or mandatory and the specific activity from which the student will be excluded if the fee is not paid.

Among the fees, which the Board may authorize, are the following:

### **Textbook**

Textbooks shall be provided on a loan basis. Nonindigent students may be asked to pay a nonrefundable rental fee reasonably related to the actual cost of some or all of the textbooks provided for the student. The rental fee and corresponding depreciation schedule shall be adopted by the Board prior to the textbook's introduction into the classroom. No rental fee will be assessed for textbooks and workbooks used in the classroom for reference.

It is expected that students shall return textbooks and library resources to the school in good condition except for ordinary wear. Students shall be assessed fines for lost, damaged or defaced books (including those checked out from the library), materials or equipment. The fines will be for the amount of the loss. In computing a fine, 20 percent of the original cost of a book or library resource will be deducted for each year it has been used.

If the school district has made a reasonable effort to obtain payment for lost or damaged textbooks or library resources to no avail, the district may then withhold the diploma, transcript or grades of any student who fails to return or replace such textbooks or library resources 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 a textbook or library resource 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.

Indigent students shall not be required to pay a textbook rental fee, damage deposit or fine for lost or damaged books or library resources. A student shall not be refused use of textbooks based on failure to pay the required fees.

### **Fees for expendable supplies and materials**

Teachers shall determine a basic course for each class, which can be completed with materials furnished by the school. However students may be charged a fee for expendable supplies and materials used in the course. Fees for expendable supplies and materials shall relate directly to the actual cost of providing these materials to the student. These fees shall be waived for indigent students. Students shall be required to pay for materials that go into shop, crafts or art 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 and expenses on a voluntary basis as a condition of attending, participating in or obtaining materials/clothing/equipment used in a school-sponsored activity or program not within the academic portion of the educational program.

Rental fees for the use of items such as choral robes, band uniforms and school owned instruments shall be approved by the Board upon the recommendation of the superintendent.

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. Such charges may include but are not limited to admission fees, food costs and transportation costs on activity trips. 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.

### **Waiver of fees**

All fees, fines and charges for textbooks and expendable supplies and materials required for classes within the academic portion of the educational program shall be waived for indigent students. For purposes of determining if a student is able to pay, an indigent student is defined as any child who is eligible for a free or reduced price lunch under the federal poverty income guidelines.

### **Fee schedule**

The district shall prepare and make available upon request a complete list of student fees, describing how the amount of each fee was derived and the purpose of each fee.

Parents shall be informed on the fee schedule or otherwise regarding how to apply for a waiver of fees, whether fees are voluntary or mandatory and the specific activity from which the student will be excluded if the fee is not paid. Students qualifying for a fee waiver will receive it without unnecessary embarrassment or public exposure of their need.

ADOPTION DATE: April 11, 1985

REVISION DATE: January 15, 1997

REVISION DATE: November 19, 1997

REVISION DATE: August 18, 1999

REVISION DATE: March 28, 2005

LEGAL REFS.: C.R.S. 22-32-109 (1)(u) (free textbooks to indigent students w/o loss/damage deposit)  
C.R.S.33-32-110 (1)(o) (textbooks for free or reasonable rental fee)  
C.R.S. 22-32-110 (1) (jj) (sanctions for failing to return textbooks and library resources)  
C.R.S. 22-32-117 (fees)  
C.R.S. 22-32-118 (summer school fees)  
C.R.S. 22-45-104 (disposition of moneys collected from fines and fees)

CROSS REFS.: EFC, Free and Reduced Price Food Services  
JJ, Student Activities  
JJJ, Extracurricular Activity Eligibility