

Book	Policy Manual
Section	Vol 39 No 1 Aug 2020 REVISIONS
Title	Copy of STUDENT FEES, FINES, AND CHARGES
Code	po6152 8/8/20 RJ
Status	
Adopted	March 1, 1999
Last Revised	June 12, 2003

## 6152 - STUDENT FEES, FINES, AND CHARGES

The Board of Education will provide the necessary textbooks and/or electronic textbooks required by the course of study free of charge for its students. The Board may charge fees for any additional materials used in the course of instruction. The Board may furnish these additional materials free of charge to students determined to have a serious financial need. The Board may need to levy certain charges to students to facilitate the utilization of other appropriate materials for curricular as well as co-curricular and extra-curricular, noncredit activities. Such charges would be made on expendable items such as magazines, workbook materials, paperback selections, and laboratory supplies, and materials, for clubs, independent study or special projects, and District-sponsored trips. Any waiver of fees shall be made pursuant to Policy 6152.01. ~~The Board of Education may levy certain charges to students to facilitate the utilization of adequate, appropriate learning materials used in the course of instruction. If the District determines that a student is in serious financial need, it may choose to provide any or all such materials free of charge.~~

~~A charge shall not exceed the combined cost of the material used, freight and/or handling charges, and nominal add-on for loss. Money received from resale of such material shall be returned to the Treasurer with an accurate accounting of all transactions.~~

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### Fees

### **Fees**

For the purposes of this policy, "school fees" or "fees" means any monetary charge collected by the District from a student or the parent(s) or guardian of a student as a prerequisite for the student's participation in any curricular or extra-curricular program of the District.

1. "School fees" may include, but are not limited to, the following:

1. (x) all charges for required workbooks and instructional materials
2. (x) all charges and deposits collected by a school for use of school property (e.g., locks, towels, laboratory equipment)
3. (x) charges for field trips made during school hours, or made after school hours if the field trip is a required or customary part of a class or extra-curricular activity

4. (x) charges or deposits for uniforms or equipment related to varsity and intramural sports, or to fine arts programs
5. (x) charges to participate in extra-curricular activities
6. (x) charges for supplies required for a particular class or for gym uniforms
7. (x) graduation fees
8. (x) school records fees
9. (x) school health service fees
10. (x) driver's education fee assessed pursuant to Ohio Revised Code

2. "School fees" do not include:

1. (x) library fines and other charges made for the loss, misuse, or destruction of school property;
2. (x) charges for the purchase of class rings, yearbooks, pictures, diploma covers, or similar items;
3. (x) charges for optional travel undertaken by a school club or group of students outside of school hours;
4. (x) charges for admission to school dances, athletic events, or other social events;
5. (x) optional community service programs for which fees are charged (e.g., preschool before and after-school child care, recreation programs).

A charge shall not exceed the combined cost of the material used, freight and/or handling charges, and nominal add-on for loss. Money received from resale of such material shall be returned to the Treasurer with an accurate accounting of all transactions.

### Fines

When school property, equipment, or supplies are damaged, lost, or taken by a student, a fine will be assessed. The fine will be reasonable, seeking only to compensate the school for the expense or loss incurred.

The late return of borrowed books or materials from the school libraries will be subject to appropriate fines.

Any fees collected by members of the staff are to be turned in to the Treasurer within one (1) business day ~~twenty-four (24) hours~~ after collection.

In accordance with R.C. 3313.642, failure to pay fees and fines may result in the withholding of grades and credit. In the event the above course of action does not result in the fee being collected, the Board authorizes the Treasurer to take the student and/or his/her parents to Small Claims Court for collection. Under no circumstances will the Board withhold the grades, credits, official transcripts, diploma, IEPs, or Section 504 Plans of a student for nonpayment of fees for materials used in the course of instruction, if a complaint has been filed at any time in a juvenile court alleging that the student is an abused, neglected, or dependent child, or if the student has been adjudicated an abused, neglected, or dependent child. Further, the Board will transfer immediately the grades, credits, official transcripts, IEPs, or Section 504 Plans of a student upon the receipt of either another district's or school's request for those records pursuant to R.C. 3313.672, or a juvenile judge's order under R.C. 2151.272. The Superintendent may request a copy of any order regarding a child's custody or placement issued pursuant to a complaint filed under R.C. 2151.27. The Board, however, will not withhold records required to be transferred pursuant to this paragraph pending receipt of a copy of the order.

**X]** For convenience to families, the Board of Education may enter into an agreement with one or more credit card/online payment processing vendors to facilitate online payment of fees, fines, and charges. Parents/guardians or students may elect but are not required to make payments online. Vendors will comply with all Board policies and procedures related to confidentiality and security of information transmitted electronically. Payees will be notified of any processing or other nominal fees that may be charged for use of an online payment system before the transaction is completed.

~~Building Administrators may restrict student participation in activities because of delinquent fees and fines. Such activities may include, but not be limited to, field days, extra-curricular assemblies and similar functions. However, nothing in this policy restricts the right of access of a parent or student to school records or to receive copies of such records, as required by Federal and State laws.~~

Annually, the District will report to the Ohio Department of Education the number of students for whom it sent transcripts pursuant to R.C. 3313.642(D), and the total amount of unpaid fees lost due to compliance with that provision.

Nothing in this policy restricts the right of access of a parent or student to school records or to receive copies of such records, as required by Federal and State laws.

Last Modified by Regina Jutz on August 10, 2020

