

SPECIAL NOTICE FOR PARENTS OF CHILDREN IN GRADES K-6

PARENTS

SCHOOL FEES ARE NOT PERMITTED DURING THE REGULAR SCHOOL DAY IN GRADES K-6. You may not be charged for classroom snacks, newspapers, textbooks, field trips, art supplies, assemblies, musical instruments, or anything else that is part of the regular school day.

YOUR CHILD MAY BE ASKED to bring common household articles to school, but your child cannot be penalized for failure to bring the articles.

SCHOOL FEES MAY ONLY BE CHARGED FOR ACTIVITIES WHICH TAKE PLACE BEFORE OR AFTER SCHOOL OR DURING SCHOOL VACATIONS. If those types of fees are charged, you receive AFDC (currently qualified for financial assistance or food stamps), or if your child is eligible based on income verification, receives (SSI) Supplemental Security Income (only for blind or disabled children), or is in the custody of a Utah State or local governmental agency or foster care, your child is eligible for fee waivers (meaning that you will not be required to pay the fee).

If you are required to apply for fee waivers by your school district, you will be asked, consistent with local board policies and/or guidelines and school district timelines, to provide documentation of your fee waiver eligibility.

Your child may also be eligible for fee waivers if your family is having serious financial difficulties due to circumstances beyond your control, even though other eligibility requirements are not met. If your child is eligible for fee waivers, **ALL** fees must be waived.

DONATIONS ARE PERMITTED, but no child or family may be required to make a donation, and the names of those who do or do not make a donation must be kept confidential (except that special recognition may be given to those who make major donations).

No school may raise, lower, or withhold grades, report cards, or school records to enforce payment of school fees. However, if fines or other charges for damaged or lost school property have not been resolved, official copies of report cards and transcripts may be withheld.

For more information you may contact:

The school at 435-687-9954

The District Office at 435-687-9846

Utah State Office of Education at
250 East 500 South
PO Box 144200
Salt Lake City, UT 84114-4200
801-538-7830

Adoption Date: 11/16/1988, Revised: 6/21/2005

J - J Policies

JQ Student Fees, Fines, and Charges

The Board recognizes the need for assessment of student fees to comply with the rules established by the State Legislature and the Utah State Office of Education. (Utah Code 53A-12; Administrative Code 300-407). It also recognizes that some students may not be able to pay such fees. No pupil will be denied an education because of his/her inability to pay supplementary fees.

No fee shall be charged or assessed in connection with any class unless the fee has been set and approved by the Board and notice given in accordance with the following provisions:

1. The Board shall annually adopt a fee schedule and policies during a regularly scheduled Board meeting open to the public. Notice of the meeting shall be posted at the District Office and published in a local newspaper.
2. After adoption of the fee schedule and policies, copies thereof shall be made available upon request and shall be included with all registration materials provided to potential or continuing students. The fee schedule and policies shall be accompanied by a copy of the fee waiver policies, including easily understandable procedures for obtaining waivers and for appealing a denial of waiver.

The Board of Education authorizes the District schools to collect fees on the following basis:

1. No fees may be charged in Kindergarten through sixth grades for materials, textbooks, supplies, or for any class activity, including assemblies and field trips.
2. Students in grades seven and eight will make an annual book deposit, the amount to be determined by the Board on an annual basis.
3. Students in grades nine through 12 will pay a book rental fee, the amount to be determined by the Board on an annual basis.
4. Students in grades seven through 12 are required to provide their own supplies.
5. Secondary students may rent a locker and/or purchase an activity card by paying the appropriate fees.
6. Regardless of age or grade, students may be charged fees for school sponsored activities which do not take place during the regular school day, providing participation is voluntary and does not affect a student's grade or ability to participate during the regular school day.
7. Fees related to extra-curricular activities sponsored by the UHSAA may not exceed the limits established by the association.

8. Fees for school-sponsored activities, including expenditures for activities, uniforms, clubs, clinics, travel, and subject area and vocational leadership organizations shall be kept to a minimum to allow equal opportunity for participation.

9. Students of all grade levels shall be required to provide materials for their optional projects. Students may not be required to select an optional project as a condition for enrolling in or completing a course. Any course related to a project must be based on projects and experiences that are free to all students.

10. Fee schedules approved by the Board will be published in student/parent handbooks and distributed to the parents or guardians of each student who attends the schools.

11. No present or former student shall be denied receipt of transcripts or diploma for failure to pay school fees.

The Board authorizes waivers of the above fees in accordance with the following rules:

1. The process for obtaining waivers or pursuing alternatives is administered fairly, objectively, and without delay, and avoids stigma and unreasonable burdens on students and parents.

2. Students who have been granted waivers or provisions in lieu of fee waivers are not treated differently from other students or identified to persons who do not need to know.

3. Fee waivers or alternatives to fee waivers for fees other than textbook fees are available to any student whose parent is unable to pay the fee in question. Alternatives to waivers are not permitted for textbook fees. Alternatives to fee waivers may include tutorial assistance to other students, assistance before or after school to teachers or other school personnel on school related matters and general community service. Alternatives to fee waivers may be used if the alternatives are reasonably possible according to the individual circumstances of both the fee waiver applicant and the school, including the schools' ability to provide adequate supervision and transportation for the students. Parents are to be given the opportunity to review proposed alternatives to fee waivers.

4. Eligibility:

a) inability to pay is presumed for those who are in state custody or foster care, or receiving public assistance in the form of aid to families with dependent children, or supplemental security income or are eligible for free school lunch; and

b) case by case determinations are made for those who do not qualify under one of the foregoing standards, but who, because of extenuating circumstances such as, but not limited to, a financial emergency caused by job loss, major illness, or other substantial loss of income beyond the family's control.

c) parents or guardians shall provide income eligibility documentation in the form of income tax returns or current pay stubs and/or evidence of eligibility for free school lunch, SSI, AFDC, or the placement of

the student in the home by the government as a foster child. Documentation shall be reviewed only by an appropriate school administrator. After initial fee waiver documentation has been provided, annual documentation will not be required. Documentation will only need to be provided when there is a change in any status that may affect eligibility, or upon the reasonable request of a school administrator.

5. Textbook fees are waived for all eligible students in accordance with Sections 53A-12-201 and 53A-12-204 of the Utah Code and Administrative Code 300-407-6.

6. Any requirement that a given student pay a fee is suspended during any period during which the student's eligibility for waiver is being determined or during which a denial of waiver is being appealed.

7. The Board provides for balancing of financial inequities among District schools so that the granting of waivers and provisions in lieu of fee waivers do not produce significant inequities through unequal impact on individual schools.

8. Expenditures for uniforms, costumes, clothing, and accessories, other than items of typical student dress, which are required for participation in choirs, pep clubs, drill teams, athletic teams, bands, orchestras, and other student groups, and expenditures for student travel as part of a school team, student group, or other school-approved trip, are fees requiring approval of the Board, and are subject to waivers as outlined above.

No waiver shall be granted for charges assessed pursuant to a student's damaging or losing school property. Schools may pursue reasonable methods for collecting payment of such charges, but may not exclude students from school or withhold transcripts or diplomas to obtain payment.

Charges and fees for articles not required for participation in a class or activity shall not be waived. Such charges include, but are not limited to class rings, school pictures, letter jackets, yearbooks, etc. Students are also required to pay fees for concurrent enrollment or advanced placement courses when such fees relate specifically to college or post-secondary grades or credit..

The principal of each school is designated to administer this policy and grant waivers. Appeals of the principal's decision on the granting of fee waivers may be made to the superintendent of schools. Appeals of the superintendent's decision may be made to the Board.