

## STUDENT FEES, FINES, AND CHARGES

### Materials Fees

Students enrolled in District schools are furnished basic textbooks without cost. However, a fee for consumable materials and supplies used in the instructional program is established at the beginning of each school year and may vary as the cost of materials and supplies fluctuates. Such fees are to be deposited in the rotary operating funds of the Board to defray the cost of the materials and supplies.

The Board directs the Superintendent/designee to prepare a schedule of fees for materials to be used in courses of instruction and a schedule of charges that may be imposed for damage to school property.

The District does not charge students eligible for free lunch under the National School Lunch Act or Child Nutrition Act a fee for any materials needed to participate fully in a course of instruction. Any fees charged to students eligible for free lunch under the National School Lunch Act or Child Nutrition Act will be charged in compliance with State and Federal law. This exception only applies to recipients of free lunch, not students who receive reduced-price lunch. This provision does not apply to extracurricular activities and student enrichment programs that are not courses of instruction.

### Fines

When school property, equipment or supplies are damaged, lost or taken by individuals, a fine is assessed. The fine is reasonable, seeking only to compensate the school for the expense or loss incurred. Free lunch eligibility does not exempt a student from paying fines for damage to school property.

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

All fines collected are sent to the Treasurer for deposit in the General Fund of the Board.

### Unpaid Meal Charges

Unpaid meal charges are considered delinquent debt when payment is past due. Each student is allowed to charge up to five (5) meals. Charged meals should be paid off within five (5) days. After five (5) charges, no student will go unfed and will be given a health alternative lunch. The administration will establish procedures for the collection of unpaid meal charges.

### Collection Process for Unpaid Meal Charges

1. The Head Cook will advise parents of unpaid meal charges. Charge slips will be sent out every Friday.
2. The Cafeteria Administrator will notify parents of unpaid meal charges.
3. The Building Principal will be advised of unpaid charges and will decide on a discipline action until the charge is paid.

### Collection of Student Fees and Fines

The administration may establish regulations for the collection of student fees and fines.

Grades and credits are not made available to any student, graduate or to anyone requesting same on his/her behalf until all fees and fines for that student have been paid in full, except where required by State law. Participation in extracurricular field trips will not be permitted unless payment has been received. Students will be prohibited from participating in commencement exercises unless payment has been received.

### Collection Process

1. The principal will advise parents of fees due at the beginning of the school year.
2. The first week of October, the principal will send a letter from the Treasurer and an invoice to parents of students with outstanding fees and fines.
3. A payment schedule may be arranged at the building level with full payment to be received by June 15.

[Adoption date: August 6, 1991]

Revised: October 18, 1995  
July 15, 2009  
September 16, 2009  
December 21, 2011  
August 16, 2017

LEGAL REFS.: National School Lunch Act of 1946, 42 USC 1751  
Child Nutrition Act of 1966, 42 USC 1771  
ORC 3313.642  
3329.06

CROSS REFS.: EF/EFB, Food Services Management/Free and Reduced-Price Food  
IGCB, Experimental Programs  
IGCD, Educational Options (Also LEB)