

4170 Student Fees for School Supplies

Policy 4170

STATUS: ADOPTED

STUDENT FEES FOR PROGRAMS AND SCHOOL SUPPLIES

Board Approved: February 24, 1986

Last Revised: June 19, 2013

Description:

The Board of Education believes that all students should be able to complete standard educational program(s) without supplementary charges. In addition, no student shall be denied a standard educational program(s) based on an inability to pay fees.

The Board recognizes that fees may be charged to provide optional student learning opportunities such as:

- Dual Credit Programs;
- Academies;
- Extra curricular athletics programs;
- Clubs and special field trips;
- Projects that are expanded at student's request.

Regulations are to be in place to ensure the notification to parents and students of fees and to ensure that students are not denied standard educational program(s) due to financial hardship.

Definitions:

Standard Educational Program – is the basic program of study ordinarily provided within a class to meet the learning outcomes of the course(s).

Extended Educational Program – is an extended, enriched or expanded program of study that goes beyond the standard program of study. Should the extended program of study be a requirement of the school, there will be no charge to the student. Should the student requests to extend their program of study, and additional materials or costs to the school are incurred, charges may be applied.

STUDENT FEES FOR SCHOOL SUPPLIES

Issued: February 24, 1986

Last Revised: June 19, 2013

Description:

Schools will provide free of charge to students enrolled in a standard educational program:

- Instruction sufficient to meet the requirements for graduation.
- Instruction in an educational program after the student has met the general requirements for graduation.
- Education resource materials necessary to meet the educational outcomes of their standard program.

Recognition of Financial Need:

No student is to be denied access to a standard educational program as a result of financial need. School staff are to be particularly vigilant in identifying students who may require waiving of school fees in order to participate in learning opportunities. Staff shall protect students privacy and take all steps necessary to avoid student embarrassment as a result of waiving school fees.

School Supplies:

Primary - In recognition of the need to establish consistency in the type of personal school supplies used by primary students, a level of fees for primary supplies will be set each spring by the principal (or his designate) for the following school year. The level of fees established will reflect the cost of providing school supplies to primary students. The fees are to be communicated to parents. The regulation on financial need applies.

Secondary - Where consistency is required for personal safety equipment, learning supplies, equipment rental, locks, and similar items, secondary schools shall establish a structure of fees. The fees established shall reflect the actual cost of providing the supplies to students. School supplies fees shall be published in the course selection booklet and communicated to parents. The regulation on financial need applies.

Secondary Learning Resources Deposit:

A learning resources deposit may be collected from news students to be held against lost or damaged learning resources. The amount of the learning resource deposit is to be published to parents each year.

Should a learning resource deposit be collected, each year the deposit shall be reconciled against lost or damaged learning resources. When part or all of the deposit has been used to replace assigned learning resources, the school will collect an additional amount consistent with the deposit structure. When no loss or damage has occurred, the deposit shall be carried forward to the next school year. When the student graduates or leaves the school the deposit shall be reconciled against losses and any funds remaining shall be returned to the student upon request. Should the deposit not be sufficient to cover the loss or damage to learning

resources the additional actual costs for replacement shall be charged to the parent/student. The learning resources deposit schedule shall be published in the course selection booklet and communicated to parents. The regulation on financial need applies.

Secondary School Course Fees:

Regular Course Fees - The learning activities in regular courses shall be offered in such a way as not to require fees beyond standard school supplies. Where enhanced or expanded learning opportunities are provided through optional materials or learning activities, fees may be charged to cover the cost, or the student (in the case of optional materials) may supply the materials. When these opportunities are planned it shall be communicated to parents. The regulation on financial need applies.

Specialty Course Fees - From time to time specialty courses or specialty units within regular courses may be offered. In these courses students may be receiving specialized training and/or certification through an outside agency which charges a special fee. These fees may be passed on to students. For such courses the fees shall be published to the student and communicated to parents prior to enrolment in the specialty learning. The regulation on financial need applies.

Correspondence Courses:

Should a student wish to take a course through correspondence which is not required by their standard educational program and/or which is offered by the school, the student shall be responsible for all related costs.

Should a student require a course for the completion of their graduation plan, that is unavailable due to timetabling or other challenges, the school will at the discretion of the Principal, provide the course at no charge.

Student Activities Fees:

Voluntary student activity fees may be charged to cover membership in the student associations, athletics, annual development, graduation ceremonies, etc. Such fees will be set after consultation and collaboration with students and parents.