



NEBO SCHOOL DISTRICT BOARD OF EDUCATION POLICIES AND PROCEDURES

SECTION: J - Student
POLICY TITLE: Elementary and Secondary Student Fees
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TABLE OF CONTENTS

1. PURPOSE AND PHILOSOPHY
 2. ELEMENTARY SCHOOLS
 3. SECONDARY SCHOOLS
 4. FEE WAIVER
 5. VOLUNTARY DONATIONS
 6. ATHLETIC/ACTIVITY FEES
 7. PURCHASE OF ITEMS NOT DEFINED AS FEES
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1. PURPOSE AND PHILOSOPHY

All fees assessed by Nebo School District schools must be approved by the Board of Education.

2. ELEMENTARY SCHOOLS

2.1 The Utah Constitution and Utah State Law prohibits the charging of fees in elementary schools. Students in grades kindergarten through sixth cannot be charged for textbooks, classroom equipment or supplies, musical instruments, field trips, assemblies, or for anything else that takes place or is used during the regular school day. Fees may be charged for programs offered before or after school or during school vacations.

2.2 Federal law permits schools to charge for food or milk provided as part of the School Lunch Program in both elementary and secondary schools. Parents may submit an application to the school district for free or reduced price meals and milk.

3. SECONDARY SCHOOLS

3.1 Utah law permits the charging of fees in grades seven through twelve. Students may be charged purchase or rental fees for school materials, textbooks, supplies, musical instruments, uniforms, activities, and programs. Students may also be assessed fees which cover the cost of optional student travel experiences. Except for common household articles, common articles of clothing, and costs associated with optional student projects or travel, students cannot be required by a teacher or other person to pay fees or provide any materials, money, or any other thing of value unless that requirement has been approved by the Board of Education and included in the district fee schedule.

- 3.2 Fee schedules for the district, listing all approved fees, shall be adopted at least once each year by the Board of Education in a regularly scheduled public meeting. The approved district fee schedules will be mailed to parents/guardians prior to the beginning of each school year.

4. FEE WAIVER

- 4.1 Fees will be waived for students who qualify for fee waiver under Utah law.
- 4.2 If a family's income does not exceed the statewide defined standard, or if the student receives Supplemental Security Income (SSI) payments, or if the family is receiving Aid to Families with Dependent Children (AFDC), or if the student was placed in the home by the government as a foster student, the school must waive the fees upon receipt of appropriate documentation of eligibility.
- 4.3 A parent/guardian may apply for fee waivers by submitting a Fee Waiver Application. Those applications are mailed to all parents/guardians prior to the beginning of each school year and are also available from all Nebo School District schools. Utah Code 53A-12-103 stipulates that the parent/guardian must provide documentation of household income. That documentation may be in the form of a current pay stub or income tax return. Approval of eligibility for free lunch is not sufficient. All information which is provided in the application will be kept confidential. Approval or denial of applications will be determined by the school administrator based on established Utah state and federal guidelines. If the application is denied, the school administrator will provide to the parent/guardian a Decision and Appeal Form. The form will contain an explanation of why the application was denied and will explain how to appeal the decision. If the parent/guardian appeals the denial of fee waivers, the fee will not need to be paid until the appeal is decided. Following approval or denial of the fee waiver application, the documentation of income will be destroyed.
- 4.4 If a family is having a financial emergency caused by job loss, major illness, or other substantial loss of income beyond the family's control, the student may be eligible for fee waiver even if other eligibility criteria are not met. The school principal is empowered to make a determination of eligibility in those cases. An appeal of the decision by the school principal may be submitted as outlined in the preceding paragraph.
- 4.5 Parents/guardians may, at their discretion, apply for partial fee waivers. Those requests will be processed in the same manner as requests for waiver of all fees. Unless the parents/guardians have specifically requested a partial fee waiver, all fees must be waived for eligible students.
- 4.6 Nebo School District schools may require alternatives to fee waivers for all fees except for textbook and activity fees. Alternatives to fee waivers are not permitted for those fees. Alternatives to waiving school fees may include such things as a reasonable requirement for school or community service, tutoring of other students, or an assignment to help on a fund raising activity. School or community service requirements and fund raising activities must be appropriate to the age, physical condition, and maturity of the student, and must be conducted in such a way that students are not subjected to embarrassment, ridicule, or humiliation. In addition, school or community service requirements and fund raising activities must avoid excessive burdens on students and families and give proper consideration to a student's educational and transportation needs and other responsibilities.
- 4.7 Schools may not require installment payments, IOU's, or other delayed payment plans in lieu of fee waivers. Schools may allow parents/guardians, at their request, to pay fees in installments over a period of time, but may not require it.

- 4.8** Fee waiver eligible students must be able to enroll and participate in any class, and have the opportunity to acquire all skills and knowledge required for full credit and highest grades, without paying a fee, except a fee waiver eligible student may be charged for the cost of optional projects.
- 4.9** If a student transfers, during a school year, to another school within the District, it is not necessary to reapply for fee waivers. The principal of the original school of enrollment is authorized to share the fee waiver status of the individual student with the receiving student. Fee waiver status does not carry forward from one school year to the next. It is required that a new application, with accompanying documentation, be submitted each school year.

5. VOLUNTARY DONATIONS

School personnel may ask for tax-deductible donations of school supplies, equipment, or money, but they cannot require donations or disclose the names of students who have or have not made donations. School officials may, however, honor those who make major donations. No child may be penalized for not making a donation.

6. ATHLETIC/ACTIVITY FEES

- 6.1** Participants in high school and junior high school athletic and extra-curricular activity programs may be assessed Activity Participation Fees. Those fees are intended to partially offset the cost of transportation, uniforms, officials, equipment, supplies and other expenses associated directly with extra-curricular activities.
- 6.2** Participants may also be required to purchase, through the school, a “player pack” which consists of items which will become the personal property of the students, but which must meet a uniform standard of style, color, brand, etc. The coach must clearly identify the items which are covered by the player pack fee. Participants may be given the opportunity to purchase other optional items, but their purchase may not be required. The player pack fee may not exceed the limit approved by the Board of Education. It is expected that student athletes will provide their own shoes.

7. PURCHASE OF ITEMS NOT DEFINED AS FEES

- 7.1** Students may purchase student pictures, yearbooks, class rings, graduation announcements, tee-shirts, or similar items through the school. Those items are available to students on an optional basis. The costs associated with such items are not considered fees and are not subject to fee waiver. Schools may also offer to parents/guardians the convenience of purchasing physical education clothing at reasonable cost through the school. The cost of such clothing shall not be considered a fee unless the particular style, color, or brand of clothing is required by the school.
- 7.2** In courses where students build optional projects which will become the property of the student upon completion, the student may be required to purchase the materials used in the project. The cost of those materials is not considered a fee. Students must have the option of not building a project involving cost to the student and must still be able to earn a grade and credit in the class. In that case, the school will provide the materials for an appropriate project to be done by the student. The school may retain ownership of the project upon completion.
- 7.3** A reasonable charge may be assessed to cover the cost of duplicating student record transcripts when such transcripts are to be provided to the student or mailed to colleges, universities, or places of employment. A charge will not be assessed for transcripts which are required as part of a transfer to another public or private elementary or secondary school. These charges are not considered to be school fees.

- 7.4 Schools may assess a reasonable admission charge for optional participation in school dances, performances, or games when those activities are not held during the school day. Secondary students are issued activity cards which allow free or reduced price admission to extra-curricular activities sponsored by their schools. Except for admission charges that are determined by the Utah High School Activities Association or by the local competitive region to which the high schools belong, a schedule of admission charges assessed in connection with extra-curricular activities must be reviewed and approved each year by the School Community Council.
- 7.5 The optional purchase of items available to students from vending machines shall not be deemed to involve school fees.

EXHIBITS

Nebo School District High School Fee Schedule 2008-2009
Nebo School District Junior High School Fee Schedule 2008-2009
Nebo School District Elementary School (K-6) Fee Schedule 2008-2009

REFERENCES

Utah Constitution, Article X , Section 2
Utah Code Ann., Section 53A-12-101, et seq.
Utah Code Ann., Section 53A-12-201, et seq.
Utah Administrative Code, Section R277-407
Utah Administrative Code, Section R277-407

FORMS

None

**Nebo School District
HIGH SCHOOL FEE SCHEDULE 2008-2009***

No other fees may be charged without the approval of the Nebo Board of Education

REGISTRATION FEES

Activity Fee	\$30.00
Textbooks	\$50.00

CLASS FEES AND OTHER CHARGES

Entry Level Fine Arts	
Class Fees	(maximum) \$10.00
(Limitation not applicable to elective projects)	
Advanced Level Fine Arts	
Class Fees	(maximum) \$20.00
(Limitation not applicable to elective projects)	
Class Change	\$10.00
(Non Essential, student-requested)	
Home Study, Summer School, Credit Make-Up	
First .25 Credit Earned	\$25.00
Each .25 Credit After	\$20.00
Drivers Education	\$95.00
Musical Instrument Rental	\$50.00
Band Uniform Rental	\$35.00
Truancy School	\$30.00
Legacy School Child Care	(maximum per month) \$50.00
Curricular Club Dues	(maximum - If no State/National affiliation) \$10.00
Curricular Club Dues	(maximum with State/National affiliation) \$20.00
Yearbook (not subject to fee waivers)	\$38.00
Calculator Rental	\$20.00
Adult Education (per year)	\$25.00
High School Parking Permit	\$10.00
Testing Center Assessments	(maximum per assessment) \$80.00
Science Lab	\$10.00

EXTRA CURRICULAR PARTICIPATION FEES

Participation Fee (Includes qualifying 9th grade students)	
Football, Basketball, Baseball, Softball & Band	(per activity) \$50.00
Marching Band	(per activity) \$90.00
Soccer, Wrestling, Track, Cross Country & Volleyball	(per activity) \$45.00
Choir, Orchestra, Drama, Debate, Swimming, Cheer, Drill, Golf & Tennis	(per activity) \$40.00
Maximum fee of \$100 per year/per student and \$175 per year/per family per school level	
High School Player Pack Fee	
Football, Basketball, Baseball, Softball, Wrestling, Volleyball	(maximum) \$60.00
Soccer, Tennis, Golf, Track, Cross Country, Swimming	(maximum) \$45.00

Performance/Competition Trips \$600.00 (excluding meals) maximum, per student/per Organization

Total cost of the trip per student cannot exceed \$600.00. Booster Club contributions, fund-raisers, or donations of any kind may be used to reduce the cost to the student, but may not be used to exceed \$600.00.

MAXIMUM PER-STUDENT UNIFORM EXPENDITURE

(All Funding Sources; i.e. fund raising, donations, projects, out-of-pocket, etc.)

Drill	(maximum) \$600.00
Cheerleaders	(maximum) \$600.00
Choir - Girls	(maximum) \$100.00
Choir – Boys	(maximum) \$175.00
Dance/Color Guard	(maximum) \$100.00
Show Choir	(maximum) \$250.00

When money is earned through school fund raising activities for performance and/or competition trips, off season activities, educational trips approved by the Board, or uniform expenditures as listed above, it can only be used to help reduce the out-of-pocket expense to the student.

* Fees may be waived in accordance with state regulations. For information contact the school administration.

**Nebo School District
JUNIOR HIGH SCHOOL FEE SCHEDULE 2008-2009***

No other fees may be charged without approval of the Nebo Board of Education

REGISTRATION FEES

Activity Fee	\$18.00
Textbooks (9th grade)	\$50.00
Technology, Life and Careers	\$20.00
Towel & Locker Fee	\$ 7.00

CLASS FEES AND OTHER CHARGES

Fine Arts	
Class Fees	(maximum) \$10.00
(Limitation not applicable to elective projects)	
Class Change	\$ 5.00
(Non essential, student-requested)	
Home Study, Summer School, Credit Make-up	
First .25 Credit Earned	\$25.00
Each .25 Credit After	\$20.00
Science Exploration	\$45.00
Foods	\$10.00
Musical Instrument Rental	\$50.00
Musical Instrumental Rental - Summer	\$10.00
Band Uniform Rental (9 th grade)	\$25.00
Truancy School	\$30.00
Year End Activity	(maximum) \$25.00
Reward Activities - (for those who qualify)	(per quarter) \$ 5.00
Yearbook (not subject to fee waivers)	\$20.00
Planners	\$ 6.00
Testing Center Assessments	(maximum per assessment) \$80.00
Curricular Club Dues	\$10.00
Youth Symphony	\$120.00

EXTRA CURRICULAR PARTICIPATION FEES

Participation Fee	
Basketball & Band	(per activity) \$50.00
Track, Cross Country & Volleyball	(per activity) \$45.00
Choir, Orchestra, Drama, Debate, Cheer, Drill, Golf & Tennis	(per activity) \$40.00
Maximum fee of \$100 per year/per student and \$175 per year/per family per school level	
Junior High School Player Pack	
Basketball, Track, Cross Country, Tennis, Golf	(maximum) \$35.00
Summer Band/Orchestra Fee	\$75.00

Educational Trips as Approved by the Board of Education.

*Fees may be waived in accordance with state regulations. For information contact the school administration

Nebo School District
ELEMENTARY SCHOOL (K-6) FEE SCHEDULE 2008-2009*
No other fees may be charged without approval of the Nebo Board of Education

BEFORE AND AFTER SCHOOL

Shadow Mountain	\$20.00
Elementary Singers	\$30.00
Science Club	\$30.00
Odyssey of the Mind	\$20.00
Gifted & Talented Programs	\$30.00
Band or Orchestra	\$75.00

SUMMER PROGRAMS

Shadow Mountain	\$75.00
Summer Schools	\$65.00

TESTING CENTER

Assessments	(maximum per assessment) \$80.00
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The fees listed above are maximum and may be less depending on the program needs.

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