

STUDENT PERSONNEL

Fee - Fines - Charges

The board believes students should respect school district property and assist in its preservation for future use by others. Students may be assessed fines, charges, or fees for the materials needed in a course, for overdue school materials, for participating in activities, or for misuse of school property.

The superintendent shall inform the board of the dollar amount to be charged to students or others for fines, charges, or fees annually. Parents of students meeting specific financial eligibility standards will be eligible for a waiver of student fees or a reduction of student fees based upon the request of the parent. It shall be the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

Date of Adoption: 8-19-96

Date of Review: 1-20-97, 01-17-00, 03-17-03, 03-19-07

Date of Revision: 1-20-97

LEGAL REFS.: Iowa Code §§ 256.7 (20); 279.8; 280.10, .11; 282.6; 285.1; 301.1 (1995).
281 I.A.C. 18.

1994 Op. Att'y Gen. 23.

1990 Op. Att'y Gen. 79.

1982 Op. Att'y Gen. 227.

1980 Op. Att'y Gen. 532.

Cross Reference: 501 Guiding Principles

502 Student Rights and Responsibilities

510 Student Discipline

STUDENT PERSONNEL
Student Fee Waiver and Reduction Procedures

The board recognizes that while certain fees charged students are appropriate and authorized, certain students and their families are not financially able to pay the fees. The school district will grant either full waivers, partial waivers or temporary waivers depending upon the circumstances and the student or student's parents' ability to meet the financial criteria.

- A. Waivers:
1. Full Waivers - A student will be granted a full waiver of fees charged by the school district if the student or student's parents meet the financial eligibility criteria for free meals under the Child Nutrition program, Family Investment Program, Supplemental Security Income guidelines, or transportation assistance under open enrollment. Students in foster care are also eligible for full waivers.
 2. Partial Waivers - A student will be granted a partial waiver of fees charged by the school district if the student or the student's parents meet the financial eligibility criteria for reduced price meals offered under the Child Nutrition program. [A partial waiver shall be based on the same percentage as the reduced price meals.]
 3. Temporary Waivers - A student may be eligible for a temporary waiver of fees charged by the district in the event the student's parents are facing financial difficulty. Temporary waivers may be applied for at any time throughout the school year and shall not extend beyond the end of the school year.
- B. Application - Parents or students eligible for a fee waiver shall make an application on the form provided by the school district. Applications may be made at any time but must be renewed annually.
- C. Confidentiality - The school district will treat the application and application process as any other student record and student confidentiality and access provisions will be followed.
- D. Appeals - Denials of a waiver may be appealed to the superintendent's office.
- E. Fines or charges assessed for damage or loss to school property are not fees and will not be waived.
- F. Notice - The school district will annually notify parents and students of the waiver. The following information will be included in registration materials and printed in the student/parent handbook:

Students whose families meet the income guidelines for free and reduced price lunch, the Family Investment Program (FIP), Supplemental Security Income (SSI), transportation assistance under open enrollment, or who are in foster care are eligible to have their student fees waived or partially waived. Students whose families are experiencing a temporary financial

difficulty may be eligible for a temporary waiver of student fees. Parents or students who believe they may qualify for temporary financial hardship should contact the principal of their attendance center at the time of registration for a waiver form. This waiver does not carry over from year to year and must be completed annually.

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STUDENT PERSONNEL
Standard Fee Waiver Application

Date _____ School Year _____

All information provided in connection with this application will be kept confidential.

Name of student: _____ Grade in school _____

Name of parent, guardian: _____

Please check type of waiver desired:

Full waiver _____ Partial waiver _____ Temporary waiver _____

Please check if the student or the student's family meets the financial eligibility criteria or is involved in one of the following programs:

Full waiver

_____ Free meals offered under the Children Nutrition Program

_____ The Family Investment Program (FIP)

_____ Supplemental Security Income (SSI)

_____ Transportation assistance under open enrollment

_____ Foster care

Partial waiver

_____ Reduced priced meals offered under the Children Nutrition Program

Temporary waiver

If none of the above apply, but you wish to apply for a temporary waiver of school fees because of serious financial problems, please state the reason for the request: _____

Signature of parent, legal guardian: _____

Note: Your signature is required for the release of information regarding the student or the student's family financial eligibility for the programs checked above.

Approved By: _____ Date: _____

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