

Greater Albany SD 8J
Administrative Regulation

Code: **JN-AR**
Adopted: 6/01/94
Revised: 3/12/01, 6/2/03, 6/03/04,
8/13/07, 6/22/09

Student Fees, Fines and Charges

I. Collection of Fees from Students

- A. Student fees will be collected at the time a student registers.
- B. Deferred payment of fees may be arranged with the building principal at the time of registration in cases of proven need. The principal will be responsible for the collection of deferred payments and if not collected in a reasonable time as agreed, the student:
 - (1) If qualified under the federal free or reduced price lunch guidelines, shall be provided with an opportunity to work out the balance owed. If, for circumstances beyond the control of the student, he/she is unable to earn the money for fees, they may be waived;
 - (2) If not qualified under the federal free or reduced price lunch guidelines, the payment of fees will be required.
- C. In cases where fee payments are not collected in a reasonable time, they will be considered for processing through the County Small Claims Court.
- D. The district may withhold grade reports, diplomas or other records of students who owe fees, fines or damages until those fees, fines or damages are paid. Students or parents or guardians¹ will receive written notice at least 10 days in advance of withholding stating the district's intent to withhold records. The notice will include an itemization of the fees, fines or damages owed and will notify parents or guardians of their right to request a hearing. The district may waive fees, fines and charges if the student and parent or guardian cannot pay.

2. Guidelines for Other Fees

- A. Incidental fees may not be charged by the schools. All required courses must be offered without extra costs and the student must be able to attain the highest objectives of the course and receive the highest possible grade without further charges. All required materials, resources, films, workbooks, newspapers, and other such instructional materials will be supplied by the school.

¹As used in this document, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-0005 (18).

- B. Charges may be made for materials and supplies furnished by the school in addition to the regular course work, if desired by the student and provided by the school. Projects developed by the student and paid for with school funds will remain the property of the school. They may be disposed of at the discretion of the school administration. Projects made from supplies paid for by the student will become his/her property.
- C. Students will be expected to furnish paper, pens, notebooks, and other supplies.
- D. The district does not have the obligation by law to supply the materials and equipment for personal need in extracurricular activities. The administration will make every effort to supply work opportunities for those students demonstrating need, however.
- E. Participation fees will be charged for students participating in extracurricular athletics. A schedule of participation fees will be reported to the Board each year. The participation fee must be paid before the student participates. Refunds of the participation fee will only be available prior to the first scheduled competition. Students unable to pay the participation fee may have the amount adjusted or waived by the administration if need can be demonstrated.

High School	SA	WA		
Student Body Participation	35.00	35.00		
Participation Fee				
per sport	100.00	100.00		
student max	200.00	200.00		
family max	300.00	300.00		
Cap & Gown Fee (Seniors)	Set by vendor	Set by vendor		
Yearbook (optional)	Set by school	Set by school		
Middle School	CAL	MEM	NAMS	Timber Ridge
Student Body Fee	12.00	12.00	12.00	12.00
Memory Books (optional)	Set by School	Set by School	Set by School	Set by school
Participation Fee				
Per Sport	30.00	30.00	30.00	30.00

Accident Insurance, Life Insurance and Health Insurance plans are available upon request.