

Greater Albany SD 8J Administrative Regulation

Code: **JN-AR**
Revised/Reviewed: 6/01/94; 3/12/01; 6/02/03;
6/03/04; 8/13/07; 6/22/09;
7/23/12; 8/12/13; 7/21/14;
8/28/14

Student Fees, Fines and Charges **

1. 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, may provide the student with an opportunity to work off the balance owed.
- c. A student who qualifies for free or reduced price school meals under the federal lunch program may have fees waived. To request a waiver of fees, the parent/guardian will submit to the principal or designee written authorization to verify the student's eligibility for the free and reduced lunch program.
- d. Textbooks and library books are checked out to students through their schools. If student books are overdue or have been lost or damaged, the student/parent may be asked to pay fines or the replacement cost. Text books and library books may be replaced with a school approved used book purchased by the parent. Refunds that were paid for a book replacement and the item later found can be refunded up to one year after payment. If the student owes other fees or fines, the amount refunded will be applied to any outstanding fees or fines.
- e. Until such fees and restitutions are paid, students may be restricted from attending or participating in school activities or events that are beyond those provided as part of a free and appropriate public education. Students or parents or guardians¹ will receive written notice at least 10 days in advance of any restrictions and/or penalties to be imposed until the debt is paid. The notice will include the reason the student owes the money to the district, an itemization of the fees, fines or damages owed and the right of parents or guardians to request a hearing. The district may pursue fees, fines or damages through a private collection agency or other method available to the district.
- f. In the event a student/parent is not able to pay the cost of fines, or replacement costs, a student may be provided with an opportunity to work out the balance owed. Assigned work duties are at the discretion of the building principal. The district may also waive fees, fines and charges if the student and parent or guardian cannot pay, the payment of the debt could impact the health and safety of the student, or if the cost of collection would be more than the total collected or there are mitigating circumstances, as determined by the superintendent or designee.

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).

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.
- 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	\$35		
Participation Fee per Sport	\$150	\$150		
Participation Fee per Student Max	\$300	\$300		
Participation Fee per Family Max	\$450	\$450		
Cap and Gown Fee (seniors)	Set by vender	Set by vender		
Yearbook (optional)	Set by vender	Set by vender		
Middle School	CAL	MEM	NAMS	Timber Ridge
Student Body Fee	\$15	\$15	\$15	\$15
Memory Books (optional)	Set by school	Set by school	Set by school	Set by school
Participation Fee per Sport	\$30	\$30	\$30	\$30

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