

Eugene School District 4J

Code: **JN**
Adopted: 7/2/73; 1/17/87
Revised: 5/21/79, 12/11/02
Orig. Code(s): 5660, 5660.1-
5660.3; 5660.4

Student Fees

No elementary or secondary school in the district shall require payment of fees as a condition of admission to those pupils entitled under the law to free admission; however, schools may charge the following fees or deposits under provisions of ORS 339.155.

Fees - Instructional Program

1. Courses not part of the regular school program, e.g., a bowling class where no credit or grade is given.
2. Any program where the resultant product, in excess of the minimum course requirements and at the student's option, becomes the personal property of the student.
3. Field trips considered optional to the school's regular program.
4. Towels for physical education classes or extracurricular sports programs.
5. A deposit for a lock or locker.
6. A security deposit on a standard prescribed textbook, which shall be refunded if the textbook is returned in usable condition.
7. A security deposit on material or equipment, which shall be refunded if that material or equipment is returned in usable condition.
8. Student use of musical instruments owned or rented by the district, not to exceed the rental cost to the district or the annual depreciation plus maintenance cost.

Optional Fees - Extracurricular Activities

Optional products and student body cards may be purchased at the discretion of the student and shall not be required as a condition of enrollment or attendance in the regular school program. The school principal is responsible to inform students and their parents concerning student fees, clearly differentiating between required fees and the following optional fees:

1. Student Body Card - Permits student participation as a player or a spectator at extracurricular activities;

2. Admission for special student extracurricular activities which are not covered under the student body card, e.g., junior-senior prom held at the Thunderbird;
3. Items of personal use or products which a student may purchase, such as student publications, class rings, graduation announcements, or student pictures.

Optional Fees - Services

1. Student health and accident insurance.
2. Hot lunch and breakfast program.

Any parent or guardian who believes that a payment of any fee authorized by the school is a severe hardship may request the school to waive payment of the fee in whole or in part and the fee shall be waived in whole or in part upon the finding of a hardship. However, no school shall impose or collect fees from any student who is a ward of the Oregon Department of Human Services, Community Human Services. No school is required to waive any fee under Fees - Instructional Program, #2 and Optional Fees - Extracurricular Activities, #3.

Withholding of Student Records for Nonpayment of Fees, Fines or Damages

The district may withhold the grade reports, diplomas or other records of students who owe fees, fines or damages until those fees, fines or damages are paid, except that records will be released to another school district to which the student has moved, and except as required by law, for use in any civil or criminal proceeding in any court of this state.

Students, parents or guardians will be given written notice at least five (5) school days in advance of withholding, which notice shall state the following:

1. The district's intent to withhold grade reports, diplomas or other records;
2. An itemization of the fees, fines or damages owed;
3. The pupil, parents or guardians may request an opportunity to meet with the principal or the principal's designee to receive an explanation of the evidence of nonpayment or damage and to have the opportunity to present evidence. The district need not allow representation by counsel, the calling of witnesses nor the confrontation nor cross-examination of witnesses. The five (5) day notice shall not apply to damages to, nor the failure to return, textbooks or other school materials within five (5) days of graduation from high school, in which event forty-eight (48) hour notice shall be deemed to meet due process. The first day of notice to parents or guardians in all cases shall be the date of mailing. The district may waive fees, fines or damages if the student, parent, or guardian is unable to pay the fees, fines or damages.

Nothing in this policy is intended to prevent inspection of a student’s records by his or her parents or guardians.

END OF POLICY

Legal Reference(s):

[ORS 326.565](#)

[ORS 326.575](#)

[ORS 339.115](#)

[ORS 339.155](#)

[ORS 339.260](#)

[ORS 339.270](#)

Cross Reference(s):

JO - Education Records