

# Lake County School District 7

Code: JN  
Adopted: 2/28/05  
Readopted: 3/14/12  
Orig. Code(s): JN

## Student Fees, Fines and Charges\*\*

It is the policy of the Board to charge and collect student fees for any elective activities that are approved as an educational program or a part of an approved program of the district. The superintendent is directed to develop procedures to implement this intent consistent with the following requirements:

1. No student will be denied an education because of his/her inability to pay supplementary fees. No student, however, is exempt from charges for lost or damaged books, locks, materials, supplies, and equipment.
2. Student Fees: Fees or charges may be made for school breakfasts and lunches, subject to the requirements of federal child nutrition programs; for school newspapers, annuals and incidentals that are over and beyond the regular instructional activities; for the use of school towels (parents may provide one regularly); for the use of one or more district locks on school lockers; attendance at school extracurricular activities; and at the student's option, items which become the personal property of the student and where the resultant product is in excess of minimum course requirements;
3. Appeal and/or Waiver: The right to appeal and/or waiver on these matters may be granted and is required in the case of free breakfasts, lunches and milk;
4. Textbook/Instructional Materials Replacement: Textbooks/Instructional Materials are checked out to students and become the responsibility of the student. A fee will be assessed up to the full replacement cost of damaged, defaced or lost books and materials;
5. Accounting Procedure: The accounting procedures for student fees shall be those as set forth in Board policy DI - Accounting Procedures;
6. User Fee: A user fee may be charged for a student's participation in an extracurricular activity which is considered optional to the district's regular school program. Any fees collected will be for the costs of the activity and will be accounted for in accordance with Board policy DI - Accounting Procedures;
7. Vandalism/Damage to District Property: See Board policy KG - Use of District Grounds;
8. Notice: All student fees and charges, both optional and required, will be listed and described annually in the student/parent handbook, or in some other written form, and distributed to each student. Students will be advised of the due dates for such fees and charges as well as of possible penalties for failure to pay them;
9. Withholding Records: In accordance with the law and Board policy, restrictions and/or penalties may be imposed until fees, fines or charges are paid.

The district may waive all or a portion of the debt if one of the following conditions are met:

- a. The school district determines that the student or the parent or guardian of the student is unable to pay the debt;
- b. The payment of the debt could impact the health or safety of the student;
- c. There are mitigating circumstances as determined by the superintendent of the school district that preclude the collection of the debt.

Education records shall not be withheld for student fees, fines and charges if requested in circumstances described in ORS 326.575 and applicable rules of the State Board of Education or such records are requested for use in the appropriate placement of a student.

Prior to collection of debts, the superintendent will ensure that notice has been provided as required by ORS 339.260 and 339.270.

END OF POLICY

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**Legal Reference(s):**

[ORS 326.565](#)

[ORS 326.575](#)

[ORS 339.115](#)

[ORS 339.155](#)

[ORS 339.260](#)

[ORS 339.270](#)

**Cross Reference(s):**

ECAB - Vandalism/Malicious Mischief/Theft

IGBAB/JO - Education Records/Records of Students with Disabilities

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