

**Lake Oswego
School District 7J**

Code: **IGDE**
Adopted: 10/18/04; 2/16/84
Readopted: 6/08/09; 12/08/14
Orig. Code(s): 6910; 6910R

Student Activity Fees

1. Student fees shall be set annually by the Board.
2. No fees may be charged for courses that are part of the regular school program except as noted below.
3. Fees may be charged for:
 - a. Materials in any course where the student makes a product in excess of minimum course requirements that becomes the personal property of the student;
 - b. Security deposits for textbooks, materials, supplies, and equipment;
 - c. Consumption of food by students in cooking classes;
 - d. Rental fees for musical instruments owned or rented by the district;
 - e. Admission to extracurricular activities where student attendance is optional;
 - f. Participation in extracurricular activities as approved by the Board;
 - g. Items of personal use, including a school yearbook, class rings, graduation announcements and student publications;
 - h. Field trips;
 - i. Parking on school grounds or other designated areas.
4. The principal or designee may waive all or part of the standard fees for students who are members of a low-income family; upon finding that the payment of the fee would impose a hardship on the student's family; or if the health or safety of the student is impacted.
5. Unpaid Fees
 - a. Grade reports, diplomas or records of students may be withheld fat any unpaid fee of less than \$50 or property that has been lost or willfully damaged. The district shall withhold the grade reports, diploma and records of any student or former student who owes a debt of \$50 or more.
 - b. The district must provide written or oral notice to the student and parent, stating the reason the student owes the money.
 - c. If the debt is not paid, the district's finance director will give written notice and, if needed, a collection agency may be used.
 - d. The district will provide annual written notice about the provisions for withholding records when a debt is owed.
 - e. If the district goes to court to collect damages or fees owed and prevails, the district can collect its costs and reasonable attorney fees

All fees which are collected for use of or pertaining to property which is retained in district inventory or for participation in extracurricular activities shall be forwarded to the central office for deposit to the general fund.

All other fees shall be retained in the school where collected and shall be deposited to individual accounts in the student body fund.

END OF POLICY

Legal Reference(s):

[ORS 339.270](#)

Cross Reference(s):

JN - Student Fees, Fines and Charges