

## **STUDENT FEES, FINES AND CHARGES**

Students shall not be charged an instructional fee as a condition of enrollment in any Centennial BOCES school or program or as a condition of attendance in any class that is considered part of the academic portion of the Centennial BOCES educational program, except tuition, when allowed by law. However, Centennial BOCES may require students to pay textbook fees, fees for expendable materials, and other miscellaneous fees as more fully set forth in this policy.

All student fees and charges shall be adopted by the Board. The fees shall remain in place until modified or removed by Board resolution. All student fees adopted by the Board shall be used for the purposes set forth in the motion and shall not be spent for any other purpose.

When publicizing any information concerning any fee authorized to be collected by this policy, Centennial BOCES shall specify whether the fee is voluntary or mandatory and the specific activity from which the student will be excluded if the fee is not paid.

Among the fees which the Board may authorize are the following:

### **Textbooks, Library Resources, and Other School Property**

Textbooks shall be provided on a loan basis. Students may be asked to pay a nonrefundable rental fee reasonably related to the actual cost of some or all of the textbooks provided for the student. The rental fee and corresponding depreciation schedule shall be adopted by the Board prior to the textbook's introduction into the classroom. No rental fee will be assessed for textbooks and workbooks used in the classroom for reference.

It is expected that students shall return textbooks, library resources and other school property to Centennial BOCES in good condition, except for ordinary wear. Students shall be assessed fines for lost, damaged or defaced books (including those checked out from the library), materials or equipment. The fines will be for the amount of the loss. In computing a fine, 20 percent of the original cost of a book, library resource or other school property will be deducted for each year it has been used.

A student shall not be refused use of textbooks based on failure to pay the required fees.

### **Fees for Expendable Supplies and Materials**

Teachers shall determine a basic course for each class which can be completed with materials furnished by Centennial BOCES. However, students may be charged a fee for expendable supplies and materials used

in the course. Fees for expendable supplies and materials shall relate directly to the actual cost of providing these materials to the student. Students shall be required to pay for materials that go into shop, crafts, or art projects that are above the basic requirements for the course and are to be retained by the student.

### **Miscellaneous Fees**

Students may be asked to pay miscellaneous fees and expenses on a voluntary basis as a condition of attending, participating in, or obtaining materials/clothing/ equipment used in a Centennial BOCES-sponsored activity or program not within the academic portion of the educational program.

Students participating in activities which are not required by the teacher or used in the determination of a grade may be required to pay charges covering the cost of the activity. Such charges may include but are not limited to admission fees, food costs, and transportation costs on activity trips. However, it is incumbent upon the teacher and appropriate Centennial BOCES administrator to make every effort to be sure no student is denied the right to participate in trips or other enrichment activities because of lack of funds.

Centennial BOCES may impose and collect a fee for the payment of excess transportation costs in accordance with state law. Only those students who use the Centennial BOCES's transportation services shall be required to pay any transportation fee.

### **Waiver of Fees**

All fees, fines, and charges for textbooks and expendable supplies and materials required for classes within the academic portion of the educational program and any transportation fee shall be waived for indigent students. For purposes of determining if a student is able to pay, an indigent student is defined as any child who is eligible for a free or reduced price lunch under the federal poverty income guidelines.

All fees for textbooks, expendable supplies and materials, and miscellaneous fees shall be waived for students in out-of-home placements, as that term is defined by C.R.S. 22-32-138(1)(h).

### **Fee Schedule**

Centennial BOCES shall prepare and make available upon request a complete list of student fees, describing how the amount of each fee was derived and the purpose of each fee.

Parents shall be informed on the fee schedule or otherwise regarding how to apply for a waiver of fees, whether fees are voluntary or mandatory and the specific activity from which the student will be excluded if the fee is not paid. Students qualifying for a fee waiver will receive it without unnecessary embarrassment or public exposure of their need.

LEGAL REFS.:

C.R.S. 22-32-110 (1)(o) textbooks for free or reasonable rental fee

C.R.S. 22-32-113 (5) transportation of pupils and imposition of fee for excess transportation costs

C.R.S. 22-32-117 fees

C.R.S. 22-32-118 summer school fees

C.R.S. 22-32-138 (7) waiver of fees for students in out-of-home placements

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Centennial BOCES