

# Board Policy

Code No. 503.3

## FINES - FEES - CHARGES

The Board believes students should respect school district property and assist in its preservation for future use by others. Students may be assessed fines, charges, or fees for the materials needed in a course, for overdue school materials, for participating in activities, or for misuse of school property.

The Superintendent shall inform the Board of the dollar amount to be charged to students or others for fines, charges, or fees annually. Parents of students meeting specific financial eligibility standards will be eligible for a waiver of student fees or a reduction of student fees based upon the request of the parent

The Board recognizes that while certain fees charged students are appropriate and authorized, certain students and their families are not financially able to pay the fees. The school district will grant either full waivers or partial waivers depending upon the circumstances and the student or student's parents' ability to meet the financial criteria.

### A. Waivers

1. Full Waivers - a student will be granted a full waiver of fees charged by the school district if the student or student's parents meet the financial eligibility criteria for free meals under the Child Nutrition program, Family Investment Program, or transportation assistance under open enrollment. Students in foster care are also eligible for full waivers.
2. Partial Waivers - a student will be granted a partial waiver of fees charged by the school district if the student or the student's parents meet the financial eligibility criteria for reduced price meals offered under the Child Nutrition program. [The reduction percentage will be 40 percent.]
3. Temporary Waivers - a student may be eligible for a temporary waiver of fees charged by the district in the event the student's parents are facing financial difficulty. Temporary waivers may be applied for at any time throughout the school year and will not extend beyond the end of the school year. All fee waivers and applications will be approved by the Director of Nutrition.

**B. Application** - Parents or students eligible for a fee waiver shall make an application on the form provided by the school district. Applications may be made at any time but must be renewed annually.

**C. Confidentiality** - The school district will treat the application and application process as any other student record, student confidentiality and access provisions will be followed.

**D. Appeals** - Denials of a waiver may be appealed in the following order: Building Principal, Director of Finance and Business Services, Superintendent of Schools, Board of Education.

- E. Fines or charges** assessed for damage or loss to school property are not fees and will not be waived.
- F. Notice** - the school district will annually notify parents and students of the waiver. The following information will be included in registration materials:

Students whose families meet the income guidelines for free and reduced price lunch, the Family Investment Program (FIP), or transportation assistance under open enrollment, or who are in foster care are eligible to have their student fees waived or partially waived. Students whose families are experiencing a temporary financial difficulty may be eligible for a temporary waiver of student fees. Parents or students who believe they may qualify for temporary financial hardship should contact the principal for a waiver form. This waiver does not carry over from year to year and must be completed annually.

*Legal Reference:* [Iowa Code §§ 256.7\(20\); 279.8; 280.10, .11; 282.6; 285.1; 301.1.](#)

[281 I.A.C. 18.2.](#)

*Cross Reference:*

501.16	Homeless Children & Youth
502	Student Rights and Responsibilities
503	Student Discipline

*Approved: August 19, 1996*

*Reapproved: May 18, 1998  
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