

<i>Policy Manual</i>	CODE: Policy 16 TITLE: Student Fees APPROVED: AMENDED/REVIEWED:
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LEGAL REFERENCE: School Act 2000; Sec. 60, 61	

Policy

The Board believes that schools may charge fees to help offset the costs of providing educational resources and services to students pursuant to *section 60 of the School Act* and the Regulations.

Guidelines

1. Schools may charge school fees as identified in Appendix A for the purposes of:
 - Providing students with required instructional resources;
 - Providing school field trips and extracurricular activities;
 - Students enrolling in an alternative program;
 - Providing copies of student records; and
 - To offset transportation costs.
2. Schools shall ensure that fees listed in Appendix A are only used for the purpose for which they are collected and should be directly related to the cost of the resource provided to the student.
3. Financial records shall be maintained at the school and District level of the fees collected and disbursed.
4. Fees for services provided over time shall be assessed and refunded on a prorated basis.
5. The school fee schedule shall be reviewed on an annual basis by the School Board.
6. A fee schedule shall be established and approved by the School Board by the end of January for the following school year.
7. In developing and reviewing the fee schedule the School Board may receive input from Central Office Administration, School Principals, staff, school councils, parent(s)/guardian(s) and where appropriate other community stakeholders.
8. Fees shall be identified in the Budget.
9. The Principal may waive any school assessed fee on an individual student basis. The school shall be responsible for covering any costs resulting from the waiver and shall maintain a record of the amount and circumstances of the waiver.

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Appendix A

School Fee Schedule

As approved at January 13, 2009 Regular Board of Trustees Meeting.

District General Learning Resource Fees

These are fees that are charged to students to offset the costs of providing core learning resources in required or core curriculum programs. The fees that have been approved effective September 01, 2009 for all schools are itemized as follows:

- Kindergarten \$50.00 per student
- Grade 1 – 6 \$65.00 per student
- Grade 7 – 9 \$75.00 per student
- Grade 10 – 12 \$100.00 per student
 (\$50.00 per semester)
- Bridge Network and Junior High Outreach: \$50.00 per student

District Elective Resource Fees

Fees that are charged to students registered in elective courses to offset the costs of providing resource materials, specialized equipment and rental of other facilities for programming in elective courses.

No District Elective Resource fees shall be charged for students in Music, Orchestra, Band or Choral Programs other than equipment rental fees which are paid by the student directly to a private Music Instrument Rental Company

- Kindergarten no fees
- Grade 1 – 6 no fees
- Grade 7 – 9
 - \$20.00 per elective block to a maximum of \$80.00 per year
- Grade 10 – 12
 - \$20.00 per course for all CTS 3 credit courses, Art 10 , 20 and 30, Sports Performance Fitness 10 , 20 and 30
 - \$40.00 per 5 credit CTS course and Physical Education 20
 - \$60.00 per Physical Education 30
 - \$250.00 per Sports Performance Hockey