

SCHOOL FEES

Background

The District shall provide instruction free of charge to all students registered in a school's education program sufficient to meet the general requirements for graduation, and it shall provide free of charge any resource materials necessary to participate in that program. The District may charge fees for school supplies and equipment that are for a student's personal use and considered as optional or enrichment, and not part of the mandatory curriculum.

Any fees, charges and deposits must accede to the intent and spirit of the School Act and all related regulations and orders.

Procedures

1. The basic materials used in an elementary or secondary course must be free of charge.
2. Schools may charge fees for goods such as paper, writing tools, calculators, student planners, exercise books, computer storage devices and other supplies and equipment for the student's personal use. The school may charge fees for goods that exceed, in cost or quality, the materials provided by the school to complete projects required in any course or program. The school will not charge for specialized equipment that is retained by the school at the end of the course but a deposit may be required.
3. Schools may charge fees for goods and services relating to extracurricular activities (including athletics) that are not considered as contributing to the student's program required for graduation.
4. Field trip activities that are a curricular requirement of the course, and that are assessed as part of the program, must be free of charge. Fees are permissible for optional field trips. The school must ensure that an alternate activity is planned for those students who do not participate in any optional field trip.
5. Schools may require a fee for student workbooks. This fee will be refunded at the end of the school year if the workbook is returned without markings.
6. Some courses offer the opportunity for students to acquire certifications, such as First Aid, CPR and SuperHost. These certifications are not a required part of the curriculum and participation is optional. Students who choose to obtain certification can do so at their cost. Similarly, students participating in International Baccalaureate or Advanced Placement courses have the option of choosing to write the examination or not. Those who choose to write will be required to pay the cost of the examinations.
7. The Principal at each school will recommend to the Superintendent a schedule of fees, charges or deposits.

8. By the end of May, the Superintendent will forward to the Board the schedule of fees, charges or deposits that will be applied in each school during the subsequent school year.
9. Parents will be informed that items included on the list of fees are for optional purchase only. For courses with optional fees, these fees will be detailed on the course outline for each course supplied to students and parents.
10. Parents will be informed that fees or partial fees may be waived for students who would not otherwise be able to participate due to financial hardship. Parents who cannot pay any fees are to contact the Principal.

Legal Reference: *Sections 20, 22, 65, 85 School Act*