



SCHOOL FEES

Background

The Board believes that students should have access to education at the lowest possible cost. However, schools may charge fees subject to the School Fees Regulation. The School Fees Regulation sets out the requirements and limitations related to the fees.

Procedures

1. Schools will not charge any fees for textbooks, workbooks or photocopying, printing or paper supplies.
2. A School Fees Schedule listing each school fee that may be charged is to be posted on the school's website prior to the start of the school year and updated throughout the school year as required.
3. Consultation will need to occur with school administration, staff, and parents/guardians via school councils prior to establishing, increasing, or decreasing school fees.
4. Schools will need to demonstrate to parents/guardians (via school councils) the need to charge school fees.
5. Proper accounting of all school fees and costs will be done through the appropriate accounting systems.
6. The Principal or designate is responsible for the collection of fees, issuance of receipts to the students or parents and proper financial reporting.
7. Fees may be prorated or refunded, as applicable, for students entering after the school term commencement date and/or leaving the school division prior to the end of the school term.
8. Students must return all textbooks and loaned resources or equipment at the end of each semester or term to avoid charges.
9. Textbooks or other items that are lost, damaged, or destroyed by a student must be paid for by the student or parent/guardian. The charge will be based on the condition of the textbook or other item at the time of issue to the student and recommendations by the Principal.
10. If financial circumstances warrant, a parent may apply annually to the Principal to have some or all of their fees waived, as outlined on Form 505-2.
11. Parents who are declined a waiver of their fees by the Principal may appeal that decision to the Superintendent. All appeals must be received by the Superintendent within 14 days of notification that the request has been denied.



Definitions

Transportation Fees

Fees charged for transportation to and from school in accordance with the School Transportation Regulation (excluding Field trips, Non-curricular or Extra-curricular Travel Fees).

Technology User Fees

Fees charged for use or rental of computers, iPads, or other electronic devices.

Optional Courses Fees

Fees charged for additional materials or supplies associated with non-core course options such as band, fine arts, advanced placement, second languages or Career and Technology Studies.

Activity Fees

Fees charged for transportation, admission, accommodation and other charges for field trips or special events, usually associated with curriculum.

Other Fees to Enhance Basic Instruction

Fees charged for additional support to students toward educational programs not described above. May include additional exam preparation fees and tutoring.

Extracurricular Fees

Fees charged for participation in clubs, sports teams, intramurals, or other programs designed to broaden scholastic experience. Includes charges for materials, activities, mandatory clothing/uniforms, and travel associated with the club/team.

Non-Curricular Travel Fees

Fees charged for travel, accommodation and admission associated with extended (overnight) non-curriculum travel for arts, culture, and national/international travel. These trips are typically optional at the discretion of the parent and student and not directly associated with any other trip, course, club, team, or program. Examples would be those trips that do not fit the criteria of Activity and Extracurricular Fees.

Lunchroom Supervision and Noon Hour Activity Fees

Fees to help with the expense of providing lunchroom supervision and noon hour activity for students.



Non-Curricular Goods and Services Fees

Fees charged in exchange for mandatory goods and services common to most students or a cohort within the population, including the purchase of locks, student ID, School uniform, gym strip, library, agenda, student union, graduation cap and gown fees charged to all graduating students, parent-teacher associations and fitness fees not associated with curriculum.

Other Fees

Fees charged for education programs not described or covered by the preceding fee categories.

Reference: Section 4, 13, 53, 57, 59, 59.1, 68, 222 Education Act
School Fees Regulation (95/2019)
School Transportation Regulation (96/2019)