

Student Fees, Fines, Charges

The district will provide an educational program for the students as free of costs as possible.

The principal may approve the use of supplementary supplies or materials for which a charge is made to the student so long as the charge does not exceed the cost of the supplies or materials, students are free to purchase them elsewhere, or provide reasonable alternatives so long as prior approval of materials quality has been given by the instructor. A proper accounting is made of all moneys received by staff for supplies and materials.

The board delegates authority to the superintendent to establish appropriate fees and procedures governing the collection of fees. Arrangements will be made for the waiver or reduction of fees for students whose families, by reason of their low income, would have difficulty paying the full fee. The USDA child Nutrition Program guidelines will be used to determine qualification for waiver. The superintendent will establish a procedure for notifying parents of the availability of fee waivers and reductions.

A student will be responsible for the cost of replacing materials or property, which are lost or damaged due to negligence. A student's grades, transcripts or diploma may be withheld until restitution is made by payment or the equivalency through voluntary work. The student or his/her parents may appeal the imposition of a charge for damages to the superintendent and board of directors.

The student and his/her parents will be notified regarding the nature of the violation or damage, how restitution may be made, and how an appeal may be instituted. When the damages or fines do not exceed \$100, the student or his/her parents will have the right to an informal conference with the principal. As is the case for appealing a short-term suspension, the principal's decision may be appealed to the superintendent and to the board of directors. When damages are in excess of \$100, the appeal process for long-term suspension will apply.

If a student has transferred to another school district that has requested the student's records, but that student has an outstanding fee or fine, only records pertaining to the student's academic performance, special placement, immunization history, attendance, history of violent behavior, violent offenses, sex offenses, inhaling toxic fumes, drug offenses, liquor violations, assault, kidnapping, harassment, stalking or arson, and discipline actions will be sent to the enrolling school. The content of those records will be communicated to the enrolling district within two school days and copies of the records will be sent as soon as possible. The official transcript will not be sent until the

Lynden School District No. 504
BOARD POLICY

No 3520

outstanding fee or fine is discharged. The enrolling school will be notified that the official transcript is being withheld due to an unpaid fee or fine.

| | | |
|-------------------|--------------------|---|
| Cross References: | Policy 2020 | Curriculum Development and Adoption of Instructional Materials |
| | Policy 3241 | Classroom Management, Corrective Actions or Punishment |
| Legal References: | RCW 28A.220.040 | Fiscal support — Reimbursement to school districts — Enrollment fees — Deposit |
| | RCW 28A.225.330 | Enrolling students from other districts — Requests for information and permanent records — withheld transcripts — Immunity for liability — Notification to teachers and security personnel — Rules |
| | RCW 28A.320.230(f) | Instructional materials — Instructional materials committee |
| | RCW 28A.330.100 | Additional powers of board |
| | RCW 28A.635.060 | Defacing or injuring school property — Liability of pupil, parent or guardian— Withholding grades, diplomas or transcripts — suspension and restitution — voluntary work program as alternative— Rights protected |
| | AGO 1965-66,#113 | Fees — Tuition--Supplies — Authority of school districts to charge tuition fees or textbook fees |

Lynden School District No. 504
BOARD POLICY

No 3520

AGO 1973, No. 11

Tuition & Fees — Authority of
school districts to charge
various fees

Adoption Date: June 14, 1982

Revised: June 15, 2000

Revised: December 11, 2014