

# School Fees

## Philosophy

To provide the highest quality education for all Renaissance students, the board of directors may establish a reasonable fee schedule in accordance with state law. However, the inability to pay school fees should not prevent a student from the opportunity to participate in school activities. This policy addresses the authorization and collection of school fees and the issues associated with equal access for those who qualify for fee waivers.

## General Provisions

- A. No fee may be charged in connection with any class or academy-sponsored or supported activity including extracurricular activities, unless the fee has been set and approved by the Board and distributed in an approved fee schedule. Fee schedules shall be approved by the board of directors in June of each year and amended as necessary.
- B. The executive director shall ensure that the fee schedule is distributed and that the parent or guardian of each student receives written notice of all current and applicable fee schedules and waiver policies, including the procedure for obtaining waivers and for appealing the denial of a waiver as soon as possible but no later than the due date of the fee.
- C. No student will be denied receipt of transcripts for failure to pay school fees. No charge will be assessed for duplication or mailing of school records to an elementary or secondary school in which the student may enroll. A reasonable charge may be assessed for duplicating or mailing transcripts or records for any other reason.
- D. Renaissance Academy may ask parents/guardians for voluntary tax-deductible donations of school supplies, equipment, or money. Records that may identify who has and has not made such voluntary contributions will be kept confidential. No child will be penalized for not making a donation. However, Renaissance does reserve the right to acknowledge those who make major donations.
- E. Families may choose to purchase student pictures, yearbooks, t-shirts, or similar items through the school. The costs associated with such items are not considered fees or subject to fee waiver provisions.
- F. No charge is assessed for transcripts which are required as part of a transfer to another public or private school. Requests for any other reason are not considered school fees and may be assessed as a reasonable charge.
- G. As per Title **53A-12-103(1)(b)(i)**, a middle school student required to repeat a course or who requires remediation to advance is responsible for all associated course fees.

## **Classes and Activities During the Regular School Day**

- A. No fee may be charged in kindergarten through sixth grades for materials, textbooks, supplies, or for any class or regular school day activity, including assemblies and field trips.
- B. Textbook fees may only be charged in grades seven through twelve
- C. If a class is established or approved that requires payment of fees or purchase of materials for students to participate fully and to have the opportunity to acquire all skills and knowledge required for full credit and highest grades, the class shall be subject to the fee waiver provisions of R277-407-6.
- D. Students of all grade levels may be required to provide materials for their optional projects, but they may not be required to select an optional project as a condition for enrolling in or completing a course. Project-related courses will be based on projects and experiences that are free to all students.
- E. Schools shall provide school supplies for K-6 students. A student may, however, be required to replace supplies provided by the school that are lost, wasted, or damaged by the student through careless or irresponsible behavior.
- F. Renaissance Academy will publish a suggested list of supplies. The suggested list shall contain the express language in Section 53A-12-102(2)(c). This reads as follows: "Notice: The items on this list will be used during the regular school day. They may be brought from home on a voluntary basis, otherwise, they will be furnished by the school."
- G. Secondary students (grades 7-9) may be required to provide their own student supplies, subject to the fee waiver provisions contained in the Fee Waiver section of this policy.

## **School Activities Outside of the Regular School Day**

- A. Renaissance may charge fees in connection with any school-sponsored activity that does not take place during the regular school day, regardless of the age or grade level of the student. Provided that participation is voluntary and does not affect a student's grade or ability to fully participate in any course taught during the regular school day.
- B. Fees for school-sponsored extracurricular activities will be approved by the board of directors.
- C. Renaissance will collect fees consistent with school policy and applicable state law.

## **Fee Waivers**

The inability to pay school fees should not deny a student the opportunity to participate in class or school-sponsored activities. Fee waivers and alternatives in lieu of payment shall be available to students who qualify as determined by the provisions found in this policy and those contained in state law. Waiver applications will be reviewed by the school's business manager who shall determine eligibility. Applications

and waiver determinations will be kept strictly confidential and will only be shared with those with an immediate need to know. The applicant's supporting documentation is destroyed after an eligibility determination is made.

### **Waiver Eligibility**

To apply for a fee waiver complete the waiver application and provide the supporting documentation detailed in the application. Applications are available at the school's front office and on the school's website. Waivers are granted for applicants who meet one of the following conditions:

- A. State income verification requirements
- B. The student receives Supplemental Security Income (SSI) payments.
- C. The family is receiving financial assistance or food stamps.
- D. The student was placed in the home by the government as a foster child.
- E. The student is in State custody.

If a family has a financial emergency caused by job loss, major illness, or other substantial loss of income beyond the family's control, the student may be eligible for a fee waiver even if other eligibility criteria are not met.

### **Waiver Alternatives**

Renaissance Academy may require alternatives to fee waivers for all fees except middle school textbook fees. Alternatives include, but are not limited to:

- A. Opportunities to provide tutorial assistance to other students
- B. Providing assistance to teachers or other school personnel on school-related matters
- C. General community or home service projects
- D. Other options as mutually agreed between the student's parent/guardian and school administration
- E. Installment payments if requested.

Students who perform service in lieu of fees may not be treated differently than those who pay fees. The alternative service activity may not create an unreasonable burden for a student or parent. If applicable, service credit is transferable to another school within the local education authority (LEA) upon request.

### **Appeals**

If an application is denied, the school will provide the applicant with a Decision and Appeal Form. The form will contain an explanation of why the application was denied and explain how to appeal the decision. No fees are due until a final eligibility determination has been made.