

# District Policy & Regulations

## BOARD OF EDUCATION COLUMBUS SCHOOL DISTRICT

FINANCES  
6152/PAGE 1 OF 1

### STUDENT FEES, FINES, AND CHARGES

The Board of Education may levy certain charges (fees, athletic fees, and co-curricular fees) to students to facilitate the utilization of adequate, appropriate learning materials used in the course of instruction. If the District determines that a student is in serious financial need, it may choose to provide any or all such materials free of charge. Parents/Guardians of students qualifying for free or reduced lunches that are not able to pay their child's fees are to be referred to the Business Administrator's office. Arrangements for a reduced fee/fine may be made.

A charge shall not exceed the combined cost of the material used, freight and/or handling charges, and nominal add-on for loss. Faculty members/homeroom teachers and coaching staff are responsible for collecting the required fees. Money received from resale of such materials shall be returned to the principal's office with an accurate accounting of all transactions. The Building Administrator is responsible for the monies that are collected.

#### Fines

When school property, equipment, or supplies are damaged, lost, or taken by a student, a fine will be assessed. The fine will be reasonable, seeking only to compensate the school for the expense or loss incurred.

The late return of borrowed books or materials from the school libraries will be subject to appropriate fines.

***Any fees or fines collected by members of the staff are to be turned in to the principal's office within twenty-four (24) hours after collection.***

In the event the above course of action does not result in the fee being collected, the Board authorizes the Superintendent's designee to take the student and/or his/her parents to Small Claims Court for collection.

Nothing in this policy restricts the right of access of a parent or student to school records or to receive copies of such records, as required by Federal and State laws.

Approved: 08/27/98

Revised: 06/30/98, 08/26/02, 01/29/09