

School District No. 22 (Vernon) REGULATIONS

Please file in By-Laws, Policy & Procedure Manual

No. REG 9.13.0

Adopted: Oct/1997
Amended: Mar/2006
Revised: Sep/2008

SCHOOL FEES

REGULATION

Committed to a focus on learning, the School District #22 (Vernon), in partnership with the community, will enable students to develop their maximum intellectual potential, sense of self-worth, personal and social responsibility and love of learning within a flexible and responsive environment.

STUDENT FEES AND DEPOSITS

The purpose of this regulation is to clarify the fees and deposits that may be charged by schools and to provide a process to ensure that students are not excluded from participation in school activities due to financial hardship.

1. Deposits

In accordance with Section 82 of the School Act, the Board may require deposit(s) for educational resource materials, such as textbooks, reusable workbooks, novels, and other resource materials. The Board will refund all or part of the deposit to the student upon return of the educational resource materials. Students will be advised of terms of the deposit at the time that the deposit is required.
2. Fees for Materials, Supplies and Equipment for Personal Use and Rental of Equipment
 - a. The Board will not charge fees for goods and services without which the student can not meet required learning outcomes or assessment requirements of an educational program provided by the Board
 - b. The Board will not charge any course fees or program fees except in connection with programs that meet legal requirements of specialty academies.
 - c. Students will not be required to pay fees for basic materials for projects necessary to meet course requirements (e.g. in woodwork, cooking, textiles). Students who choose projects with material costs that exceed the basic materials must have the permission of their teacher and parents/guardians. Such project materials may be supplied by the student or purchased from the school.
3. In accordance with the School Act, the Board may charge fees to students for:
 - a. The purchase of paper, writing tools, calculator, student planners, exercise books, computer diskettes, and other supplies and equipment for a student's personal use (e.g. where a school offers these supplies for sale to students and students do not bring their own supplies to school); Note: Secondary schools will provide a class set of graphical calculators for student use in Application of Math 12 and Principles of Math 12.

- b. The rental of musical instrument for a student's personal use.
 - c. Rental of purchase of tools, equipment and materials necessary for participation in a "trades program" as defined in the School Act (e.g. apprenticeship or pre-apprenticeship program).
4. The Board expects students will attend school with:
- a. Appropriate personal clothing for school activities (e.g. gym strip, footwear, outerwear, aprons);
 - b. Personal safety equipment (e.g. safety boots and gloves);
 - c. Musical instrument where the student is enrolled in band or strings programs;
 - d. Appropriate materials, supplies and equipment for the student's personal use (e.g. pens, pencils, erasers, exercise books, rulers, calculators, film and paper).
 - e. Required tools, material and equipment where the student is enrolled in a trades program.

FIELD TRIPS AND SPECIAL EVENTS

The Board will not charge fees for field trips or special events where participation is required to meet required learning outcomes or assessment requirements of an educational program provided by the Board.

The Board will not charge fees in respect to optional field trips or special events except for expenses, including transportation, accommodations, meals, entrance fees, and equipment rental.

ESTABLISHING ANNUAL FEES AND SCHEDULES

The Principal, after consultation with teachers, students and parents/guardians, will recommend to the Superintendent, by March 15th of each year, a schedule of school fees and deposits for the school. The Superintendent or designate, to ensure that fees are consistent throughout the School District, shall review annually the schedule of fees for all schools and provide this to the Board for approval by May 15th of each year.

ABILITY TO PAY

District Wide Procedures

All communications with students and parents regarding fees and deposits must include a statement explaining that fees will not prevent a student from participating in school activities. No student will be denied educational opportunities offered at the school due to financial hardship.

In secondary schools the statement explaining that no students will be denied educational opportunities offered at school, will be published along with the fee schedule in the school handbook, school course selection guides or school newsletters. Publicity regarding fees shall include a reference to the possibility of a fee waiver in cases of financial hardship and the means by which such a waiver may be obtained.

School Procedures

Principals are responsible for establishing a procedure to facilitate participation in educational activities by students who would otherwise be excluded due to financial hardship. Principals will consult with teachers, students and parents/guardians in the development of such a procedure.

The procedure must incorporate the principles of fairness, respect, dignity, confidentiality, and sensitivity. Students, parents/guardians and staff will be advised on the procedure.

SUMMER SCHOOL/NIGHT SCHOOL/CONTINUING EDUCATION

As part of the Continuing Education Program, the Board may make available, outside the standard school schedule, optional 'credit' and 'non-credit' courses of study to in-school registered students.

COURSE CHALLENGE OR EQUIVALENCY AND DISTANCE EDUCATION COURSES

The Board will pay for students to enroll in Distance Education courses when such courses are required to meet graduation requirements and are unavailable within any of its schools.

EXTRA-CURRICULAR ACTIVITIES

Students might be charged for participation in some extra-curricular activities where the use of equipment, uniforms and supplies are expended (e.g. sports teams such as football).