

Operational Services

Waiver of Student Fees

The Superintendent will recommend to the Board for adoption a schedule of fees that will be charged for the use of textbooks, consumable materials, extracurricular activities, and other school fees. Students will pay for loss of school books or other school-owned materials.

Student Fees

Fees for textbooks and other instructional materials are waived for students who meet the eligibility criteria for fee waiver contained in this policy.

No student is denied educational services or academic credit due to the inability of parents/guardians to pay fees and charges.

The Superintendent will recommend to the Board which additional fees, if any, the District will waive for students who meet the eligibility criteria for fee waiver.

Students receiving a fee waiver are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

The Superintendent shall ensure that applications for fee waivers are widely available and distributed according to State law and ISBE rule, and that provisions for assisting parents/guardians in completing the application are available.

A student shall be eligible for a fee waiver when:

The student currently lives in a household that meets the free lunch or breakfast eligibility guidelines established by the federal government pursuant to the National School Lunch Act, 42 U.S.C. § 1758; 7 C.F.R. Part 245 et seq.; or

The Superintendent or designee will give additional consideration where one or more of the following factors are present:

- Illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Unemployment;
- Emergency situations;
- When one or more of the parent(s)/guardian(s) are involved in a work stoppage.

Verification

The Superintendent or designee must follow the verification of 7 C.F.R. 245. 6a when using the free lunch or breakfast eligibility guidelines pursuant to The National School Lunch Act as the basis for waiver of the student's fee(s).

When using a District established or other independent verification process, the Superintendent or designee may not require verification more often than every 60 calendar days.

The Superintendent or designee may not use any information from any independent verification process to determine free lunch or breakfast eligibility pursuant to The National School Lunch Act.

Determination and Appeal

Questions regarding the fee waiver request process should be addressed to the Superintendent or designee.

The Superintendent or designee will notify the parent(s)/guardian(s) promptly as to whether the fee waiver request has been granted or denied.

LEGAL REF: 105 ILCS 5/10-20.13 and 5/10-22.25.
 23 Ill.Admin.Code § 1.245 (unenforceable).

CROSS REF: 4.130 (Free and Reduced-Price Food Services)

Adopted by the Board of Education October 2001
Revised and Adopted: February 2010, December 2010