

WAUZEKA-STEUBEN SCHOOL DISTRICT**STUDENT FEES**

The School Board recognizes its legal responsibility to provide a public education for all students in the District. The Board also recognizes that certain educational program activities and materials may require special funding. Therefore, reasonable student fees may be charged accordingly.

A student fee schedule shall be reviewed annually and adopted by the Board when a change is recommended. The fee schedule shall include the specific student fees to be charged, a general description of what each fee covers, and the fee amount.

Parents/Legal guardians who claim that the financial condition of their families is such that they cannot afford to pay the established fees may request that the fees be waived or reduced. All fee waiver/reduction requests shall be submitted in writing and approved by the District Administrator or designee.

The student fee schedule shall be published annually in the back to school newsletter, posted on the District's website and distributed through other means necessary to inform families of the established student fees. Information regarding fee waiver/reduction opportunities will also be included in such postings and mailings. The Business Office and Principal shall be responsible for the accurate and timely collection of student fees in accordance with proper accounting procedures.

It is the Board's expectation that all reasonable efforts shall be taken to ensure the collection of all fees due the District. To the extent permitted by law, the administration may withhold school-related privileges from a student/family who refuses to pay applicable fees or who refuses to accept or fails to adhere to a payment plan offered by the administration. After the administration holds or attempts to arrange an in-person meeting with a parent or guardian, makes a good faith effort to offer a payment plan for the amount owed, and provides a final notice of the amount due, the Board authorizes the District Administrator to pursue legal action through small claims court for the collection of unpaid fees due to the District. The District Administrator shall inform the Board when such legal action is being taken.

Class Dues/Organizations - Guidelines

1. All class dues are limited to a \$10.00 maximum for the school year. Organizations that are part of a state or national organization and need to abide by their dues structure will need to fulfill those required dues accordingly. In the event that class dues are insufficient in financially meeting the class obligations, fund-raising opportunities will be developed by the class and advisor with approval from Administration.
2. Deadlines for payment of dues and exact due amounts are to be discussed and voted upon by the members of each class/organization. A record of this action must be recorded and filed within their official journal.

Legal References: Wisconsin Statutes Sections §§ 118.03(2), 118.04, 120.10(15), 120.12(11), 120.13, 121.41, 121.54(7)

Cross References:

Adoption Date: 4/16/2007

Date Revised & Reviewed: 3/17/2025