



NEW ORLEANS CHARTER SCIENCE & MATHEMATICS HIGH SCHOOL

STUDENT FEE AND SCHOOL SUPPLIES POLICY

This policy governs the assessment, collection, and use of required curricular and co-curricular fees charged to students, their parents or their legal guardians, as well as the requesting of school supplies.

For the purposes of this policy:

1. “Fees” shall mean any monetary payment or supplies required as a condition of a student being enrolled in school or participating in any curricular or co-curricular activity.
2. A “curricular or co-curricular activity” is any activity that is relevant, supportive, and an integral part of the program of studies in which the student is enrolled, and that is under the supervision and/or coordination of the school instructional staff. **Co-curricular activities normally supplement the curricular program, but do not include other school-related activities, such as proms and dances, entrance fees to after-school activities, school rings, class field trips, and items purchased through third-party vendors. The latter activities may incur a separate cost and is not considered a fee.**
3. “School supplies” are those items that teachers may request, but not require, of students to purchase or provide that are beneficial to the students directly, more so than general school or classroom supplies.
4. The preferred method of fee payment shall be in cash or money order for which the collector of a fee shall give a receipt to the student, parent, or guardian and who shall remit the payment to the Office Manager/Registrar. **Personal checks will not be accepted.** Online payments will be offered in the very near future. Please be mindful that if online payment is selected, an additional service fee will be incurred. This service fee is a vendor charge and the school does not receive any part of the additional charges.
5. Payment is to be at or before the beginning of the activity for which a fee is assessed or requested, unless other arrangements have been made or requested.



6. The assessment of a curricular or co-curricular fee not authorized by this policy is prohibited.

Below is a list of all such required fees that may be assessed and collected, including the purpose, use, and the amount or the authorized range for each:

| Student Fee | Amount |
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| ID and lanyard Purpose: To provide supplies (ink, ribbon, cards, machine replacement when needed) to supply IDs Due date: September 30 *Included in current school budget | \$10 |
| Yearbook fee Purpose: To provide a yearbook which allows students concrete evidence to utilize when they positively reflect on the past year Due Date: December 18 *Included in current school budget | \$30 |
| School field trip Fee Purpose: To provide one school-wide unifying field trip option that is not club or grade level specific Due Date: December 18 *Included in current school budget | \$20 |
| Spirit Shirt Fee Purpose: To provide one unifying school spirit shirt Due Date: September 30 *Included in current school budget | \$15 |
| Technology Service Fee Purpose: To support technology repairs and replacement as well as improvements Due Date: December 18 *Included in current school budget | \$15 |
| Student Activity Fee Purpose: To provide supplies and financial support for student activities such as Fall/Spring Fest, dances, etc. Due Date: December 18 *Included in current school budget | \$10 |
| Locker use fee (optional): | \$5 |



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| <p>Purpose: To provide an optional funding source for PBIS and culture Due date: As requested</p> | |
| <p>Replacement ID + lanyard</p> | \$10 |
| <p>Physical Education Uniforms Purpose: Physical Education Class (Mandatory) Due Date: First day of each semester</p> | \$15 |
| <p>Athletics Fee</p> <p>Purpose: Athletic fees cover referee costs, transportation to and from games and student-athlete hydration needs. This fee must be paid by all student-athletes.</p> <p>Due Date: Once a student is selected to participate on a JV or Varsity Team the student will be required to submit the Athletics fee of \$75 within a week or will not be allowed to continue practicing with the team until the Athletics Fee is paid.</p> <p>(NO REFUNDS)</p> <p>NOTE: There will be additional fees per specific sport.</p> | \$75 |
| <p>Volleyball Team Fee Purpose: Seasonal Clinics, Shoes, Warm-Ups, Socks, training camps, Shorts, bags, and accessories.</p> <p>Due Date: Prior to the first official day of practice</p> | \$100-\$500 |
| <p>Girls' Basketball Team Fee Purpose: Seasonal Clinics, Shoes, Warm-Ups, Socks, training camps, Shorts, bags, and accessories.</p> <p>Due Date: Prior to the first official day of practice</p> | \$100-\$500 |
| <p>Boys' Basketball Team Fee</p> <p>Purpose: uniforms and shoes</p> <p>Due Date: Prior to the first official day of practice</p> | \$40- \$100 |
| <p>Boys' Track and Field Fee Purpose: uniforms (singlets/shorts), duffle bags, warm-up sweatshirt, and pants, Due Date: Prior to the first official day of practice</p> | \$100-\$200 |
| <p>Girls' Track and Field Fee</p> | \$100-\$200 |



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| Purpose: uniforms (singlets/shorts), warm-up outerwear, warm-up shirt, and two pairs of running/track shoes Due Date: Prior to the first official day of practice | |
| Senior Specific Fee (mandatory) Purpose: graduation , sci high student budget(technology service fee, senior decision day & celebration, ID and lanyard), senior spirit shirt Due Date: October 31 | \$250 |
| Senior Specific Fee (optional and added to the mandatory fee) Purpose: To provide seniors with a memorable senior experience. This includes but aren't limited to the following activities: senior picnic, Greek step show, prom and senior trip. Due Date: October 31 | \$100-\$600 |

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Any required fee may be payable later or in installments, may be reduced or may be waived for economically disadvantaged students and students whose families are experiencing economic hardship and are unable to pay them timely, fully, or at all. Eligibility for delayed payment, or for reduced, or waived fees includes, but is not limited to, those families receiving unemployment benefits or public assistance (including Temporary Assistance for Needy Families-TANF, Supplemental Nutrition Assistance Program - SNAP, Supplemental Security Income - SSI or Medicaid), workers' compensation benefits, foster families caring for children in foster care, families that are homeless, families where the student's parent(s) or legal guardian(s) are serving in, or within the previous year has served in, active military service, or the student is an emancipated minor.

Any student, parent or guardian seeking a delayed or reduced fee payment or a fee waiver should submit on or before the beginning of the covered activity his/her written request for such relief to the School Social Worker for resolution. Any student who is denied an economic hardship request and wishes to appeal the denial should submit to the School Principal within seven (7) school days of denial by the a written appeal, containing the reason(s) why the



economic hardship waiver, delay, or reduction should be granted. The School Principal will respond to the appeal in writing within seven (7) school days of receipt of the written appeal.

All records associated with a fee waiver, delay, or reduction request due to economic hardship shall not constitute a public record but may be audited to ensure compliance with this policy. A student's personally identifiable information with such a waiver shall not be made public.

The failure to pay any required fee shall not result in the withholding of a student's educational record.

School supplies requested by classroom teachers of a student's parent or guardian shall not exceed the published amount per student per school year, as determined by this Board of Directors. The school principal shall approve all school supplies requested by classroom teachers. Prior to establishing a fee for school supplies or developing a school supply list, the school principal shall consider the existing school supply inventory. A student shall not be denied the opportunity to participate in a classroom activity due to his or her inability to provide requested school supplies.

Source: La. R.S. 17:177; 17:178

LDE "Guidance on Student Fees" – August 2017

Bulletin 129, Section 1410 (LAUGH).