

NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD

FEEES FOR LEARNING MATERIALS AND ACTIVITIES

AS 21.1
2012 09 04

POLICY STATEMENT:

It is the policy of the Nipissing-Parry Sound Catholic District School Board (the "Board") to support the Ministry of Education's *Fees for Learning Materials and Activities* Guideline, dated March 25, 2011, which, in accordance with the *Education Act* stipulates:

Resident pupils are entitled to attend a regular day school program without payment of a fee. Further, pupils are entitled to receive the materials required to meet the curriculum expectations of a particular grade or course. Funding for classroom supplies should be used as intended and reviewed as part of the board budgeting process.

Consistent with our Board's Mission and Vision Statement, Catholic values, and Ministry guidelines, schools may wish to offer enhanced programming and materials, along with student activities, for which a fee can be charged to offset costs but no student will be excluded from participating in any school activity or event based on an inability to pay.

DEFINITIONS

Student Activity Fees

Student activity fees are voluntary amounts that are used to supplement a student's school experience through materials and activities such as student agendas, student recognition programs, extra-curricular activities, school dances, theme days and other Student Council events.

Enhanced Programming and Materials

Enhanced Programming and materials are voluntary enrichments or upgrades to the curriculum or co-curricular activities beyond what is necessary to meet the learning expectations for a particular grade or course. For example, in some performance and production courses (i.e., music, woodworking), students may wish to use a superior product or consumable than that provided by the school, in which case they may be asked to pay the additional costs of the upgrade.

Where students choose not to access these enhanced programs or materials, alternatives must be available. Essential course materials required to meet the learning expectations of the course or grade are to be provided to all students at no cost.

Extra- Curricular Activities

Activities outside of the regular day school program.

Co-curricular Activities

Activities inside the regular day school program.

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<p><u>ADMINISTRATIVE PROCEDURES</u></p> <ol style="list-style-type: none">1. Schools may recover the costs for the replacement or repairs of lost, damaged, or broken materials such as textbooks, library books, music or science supplies, Special Education Instructional Equipment or any loaned materials. These charges shall not exceed the replacement or repair cost.2. Secondary schools may levy a voluntary initial student activity fee on a cost recovery basis associated with extra-curricular activities, student agendas, student recognition programs, school dances, theme days and other Student Council events.3. Fees should reflect the actual cost of the services or materials being provided to the student and should be collected in accordance with Board policy. A transparent accounting of the amounts collected and expenditures allocated will be made available to the school community or upon request.4. Families with two or more children registered at the same school at the same time will not be required to pay initial student activity fees for their third or subsequent child.5. All students must be able to participate in school activities and access resources regardless of personal financial barriers.6. Those students or parents/guardians who wish to have the school pay for, or provide alternative arrangements for payments, of any student activity fees, may consult with the school Principal for assistance in such situations. Under no circumstances will this information be made public as to the individuals' circumstances or amount of assistance. All information shared will be kept confidential.7. Where there are staff or adult volunteer costs for an activity, the school is responsible for covering these costs. These costs are not passed on to the students. <p><u>REFERENCES</u></p> <ul style="list-style-type: none">• The Education Act – section 170(1) 13: <i>Duty to Provide Learning Materials Without Charge</i>• Ministry of Education Memorandum 2001: B02 (March 25, 2011) <p><u>APPENDICES</u></p> <ul style="list-style-type: none">• Appendix A – Guidelines for Student Activity Fees	

Guideline for Student Activity Fees

The following are examples of student activities, programs, or materials that *are eligible* for fee charges:

- Student Agenda
- School issued lock
- Field trips or excursions that are an extension of the curriculum (enhanced programming) and not mandatory as part of the completion of the grade/course. Alternate activities are provided for those not participating.
- Yearbooks
- Special lunch days
- Library book fairs
- Cost recovery for the replacement or repair of lost, damaged or broken materials
- Costs associated with Grade 8 or High School graduation
- Participation in enhancements to the physical and health education programs that are not required to be completed as part of the course.
- Participation in extra-curricular sports teams, clubs or events
- Fees for printing and mailing transcripts or OSSD certificates to inactive students
- Voluntary purchases of school spirit wear
- School uniforms
- School dances
- Enhanced learning materials that are optional for the completion of the grade/course.

The following are examples of student activities, programs, or materials that *are not eligible* for fee charges:

- A textbook fee or deposit
- Learning materials that are required for the completion of the grade/course
- Locker fees
- Field trips or excursions where participation is mandatory for the completion of the grade/course or a quiz/test/project is required based on the field trip or excursion
- Items that are funded through the allocated budget of the school board
- Learning materials that are required to meet the learning expectations of the grade/course, but are consumed by the student and cannot be used again by another student in the next grade/semester
- Fees for printing and mailing transcripts or OSSD certificates to active students
- Participation in mandatory physical and health education programs that are required in order to complete the course
- Mandatory flat fees for any course leading to graduation other than optional programming