

STUDENT FEES, FINES AND CHARGES

The District may assess fees to cover costs for student activities and/or projects. Computers and books will be provided on a loan basis.

It is incumbent upon the teacher and principal to make every effort to be sure no student is denied the right to participate in field trips or other classroom-related activities because of lack of funds.

Students may be assessed fines for late return, lost, damaged, or defaced materials including books, computers or equipment. The fines will be for the amount of the loss not to exceed the full replacement cost.

Fines for illegal parking by students shall be assessed at a reasonable fee.

Fines for damage to school property shall be assessed at a reasonable rate, designed to restrain further damage.

The District offers multiple payment remittance options:

- Pay online by utilizing the parent portal,
- Drop payment off at any school front office or at the front desk of the District office, located at 201 N. Connor Street, or
- Mail payment to PO Box 919, Sheridan, WY 82801.

The district will implement the following steps for students with negative account balances.

Step 1:

- Daily notifications will be made to all parents/guardians of students who have a debt via automated dialer. Phone, text & email notifications will be made Monday - Thursday for all balances owed. Notifications will continue over the entire calendar year.

Step 2:

- Collection of negative balances up to \$50 will be handled by central office staff in cooperation with building administrators.
- In addition to the daily notification in step 1, the central office will mail a letter/statement to each household providing parents/guardians the opportunity to set up a payment plan.

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Step 3:

If a parent/guardian does not establish and comply with a payment plan with the district or begin making regular deposits within 10 days of the date of the letter/statement, the Superintendent or his designee may take one or more of the following actions, unless or until prohibited by state law or regulation:

- Withhold the diploma
- Prohibit participation of the student in the graduation ceremony and other senior activities.
- Prohibit student from participating in any future fee-based program, extra-curricular activities, or non-curricular school activities until outstanding balances are resolved.
- Pursue collection in small claims court for negative balances exceeding \$50.00 for the total household or if student has transferred out of the district and negative balance remains after 10 days.
- Charges not paid before the end of the school year will still be owed.

First Reading: 10-4-21

Second Reading: 11-1-21