

## Policy – Student

### E.16 – STUDENT FEES, FINES, AND TUITION POLICY

#### **Permissible Student Charges**

Students shall not be charged a fee as a condition of enrollment at Community Leadership Academy/Victory Preparatory Academy (“CLA/VPA”) or as a condition of attendance in any course that is part of the academic portion of the school’s educational program, except as authorized by law. Among the charges that Community Leadership Academy, Inc.’s Board of Director’s may legally authorize are the following:

**Tuition:** Example: Preschool tuition for non-Colorado Preschool Program slots

#### **Fees for Textbooks and Expendable Supplies and Materials:**

CLA/VPA may charge fees that are reasonably necessary for and reasonably related to the actual cost of textbooks or expendable supplies that are not provided free of charge. Fees for expendable supplies and materials shall relate directly to the actual cost of providing these materials to the students.

When the use of textbooks is provided to students, whether free or by rental, the board may require each non-indigent student to make a reasonable loss or damage deposit to cover such textbooks. The board may also require each non-indigent student to make a reasonable loss or damage deposit to cover nonacademic equipment. However, all such deposits shall be refunded to the student when he or she has returned the textbooks or equipment in good condition, except for ordinary wear. CLA/VPA shall not charge loss or damage deposits to indigent students, as defined below.

Example: Textbooks, classroom supplies and materials

**Certain fees for continuation, evening, and community education programs in accordance with C.R.S. § 22-32-118:** Example: Summer school, community education programs

#### **Miscellaneous Fees:**

Miscellaneous fees may be collected as a condition of participation or attendance at a school-sponsored activity or program not within the academic portion of the educational program. The fee schedule shall clearly state the activity from which the student will be excluded if the fee is not paid. Students participating in activities that are not required by the teacher or not used in the determination of a grade may be required to pay charges covering the cost of the activity. Such charges may include, but are not limited to, admission fees, food costs, and transportation costs on activity trips. However, it is incumbent upon CLA/VPA to make every effort to be sure no student is denied the right to participate in trips or other enrichment activities because of lack of funds. CLA/VPA retains the ability to utilize a sliding scale for free and reduced-price lunch students in charging voluntary, miscellaneous fees. Example: Voluntary field trips, extracurricular activities (clubs, athletics, etc.)

## COMMUNITY LEADERSHIP ACADEMY

### Waiver of Fees

All mandatory fees, fines, and charges shall be waived for indigent students upon filing of a fee waiver. For purposes of student fees, an indigent student is defined as any child who is eligible for a free or reduced-price lunch under the federal poverty income guidelines, including homeless and foster children. If CLA/VPA provides transportation, transportation fees shall be waived for homeless and foster students, students who have transportation as a related service on their IEP, and students qualifying for free or reduced-price lunch. All published information about student fees shall state that the fee will be waived for indigent students. Students qualifying for a fee waiver should receive it without unnecessary embarrassment or public exposure of their need.

### No Withholding of Records

CLA/VPA shall not withhold records required for enrollment in another school or institution of higher education, the diploma, transcript, or grades of any student for failure to pay a fine or fee or to return or replace school property.

### STUDENT FEE SCHEDULE

Item/ Activity	Amount of Fee	Purpose of Fee	Participation	Voluntary/Mandatory
Yearbook	\$25	Support the cost of the production and printing of the yearbook	Purchasing a yearbook is optional.	Purchasing a yearbook is voluntary; however, if purchasing a yearbook, payment is mandatory.
Field Trip Fee	Varies by field trip	To cover the cost, or a portion of the cost, of admission, activity, and transportation	Attendance on all field trips is voluntary and not within the academic portion of the educational program.	Field trip attendance is voluntary. Nonpaying student will not be permitted to attend the field trip. A comparable alternative may be provided.
Textbooks	Vary in relation to the actual cost of textbooks	To reimburse CLA/VPA for the actual cost of the lost or damaged textbook	Participation in the academic portion of the educational program is mandatory for program completion.	Program textbooks are mandatory for the academic portion of the educational program, and access may be modified but not withheld.
Graduation Fee	\$35	To cover a portion of the cost for sashes, cords, gowns, medals, and consumable materials	Graduation ceremony attendance is voluntary.	Graduation ceremony attendance is voluntary. If attending, the fee is mandatory.
Replacement Student Identification Card (ID)	\$5	To cover the cost of a replacement Student ID	Student IDs are required for access to certain buildings and activities	Participation in the academic portion of the educational program will not be denied; however, participation in nonacademic portions of the educational program may be withheld without a student ID card.

## COMMUNITY LEADERSHIP ACADEMY

Activity Club Program Fee	\$25 annually	To cover a portion of the club's incurred costs for materials, rentals, and activities	Participation in an Activity, Club, or Program is voluntary and not within the academic portion of the educational program.	Participation within an Activity, Club, or Program is voluntary; however, if participating, payment or a fee waiver is mandatory.
Kindergarten, First Grade, Second Grade Snacks	\$20 annually	To cover a portion of the school's cost for providing snacks	Snacks help provide nutrition to younger students, allowing students to focus on their studies.	Mandatory unless a parent chooses to opt out or family qualifies for a fee waiver.
Gym Uniform	\$20 per uniform	To cover a portion of the cost for the uniforms.	Participation in the academic portion of the educational program is mandatory for program completion.	Uniforms are mandatory at VPA and physical education is a mandatory academic portion of the educational program; access may be modified but not withheld.
Replacement Uniform Items	\$5 per tie, \$7 per cloth face mask, \$5 per water bottle	To cover a portion of the cost of the items.	Items are required as part of their uniform.	These items are mandatory at CLA/VPA and access may be modified but not withheld.
Replacement of Technology	\$400 Microsoft GO \$45 power cord \$35 stylus \$100 type cover \$35 case	To cover a portion of the cost of the items.	Items are required as part of the educational programming	Mandatory unless a family qualifies for a fee waiver.

\*Students qualifying for free or reduced-price lunch under federal poverty-income guidelines, including homeless and foster students, are eligible to receive a waiver of all mandatory fees, fines, and charges upon request. Transportation fees will be waived for students qualifying for free or reduced-price lunch, homeless and foster students, and students with transportation as a related service on their IEP. Teachers and principals will make every effort to ensure that no student is denied the right to participate in field trips or other enrichment activities because of lack of funds. Families who believe they qualify for a fee waiver must contact the main office to request a waiver.

### LEGAL REF:

Colo. CONST. art. IX, § 2. C.R.S. § 22-32-109. Board of education – specific duties. C.R.S. § 22-32-110. Board of education – specific powers. C.R.S. § 22-32-113. Transportation of pupils – when. C.R.S. § 22-32-117. Miscellaneous fees. C.R.S. § 22-45-104. Fees, fines, and dispositions. C.R.S. § 22-32-118. Summer schools – continuation, evening, and community education programs.

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