

POLICY TITLE: <b>Student Fees</b>		
ADOPTION/EFFECTIVE DATE: <b>July 7, 1995</b>	MOST RECENTLY AMENDED: <b>December 8, 2014</b>	MOST RECENTLY REAFFIRMED:
POLICY/PROCEDURE MANUAL SUMMARY CATEGORY: <b>06 School Management</b>		

## I. Purpose

The purpose of this policy is to set forth the circumstances under which fees may be charged to students.

## II. Definitions

A. Extracurricular activities means school sponsored events, programs or undertakings that, 1) generally occur after the regular school day; 2) are not graded and for which a credit is not earned, and is not described as a part of a course of study or subject offering in the course description guide including, but not limited to, interscholastic sports; and, 3) which is coached or supervised by Harford County Public Schools (HCPS) staff paid pursuant to a collective bargaining agreement or a coach appointed pursuant to Code of Maryland Regulations (COMAR) 13A.06.03.04B.

B. Clubs means a group of three or more students of a school who meet to pursue recreational, philosophical, or other activities which are not extracurricular in nature, including dance teams, chess clubs, language clubs and which are supervised by a faculty sponsor.

## III. Statement of Policy

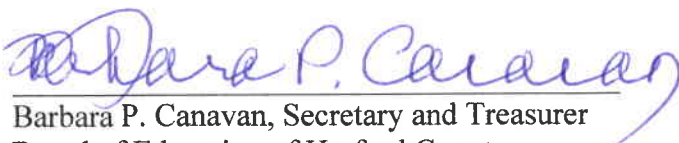
A. Fees shall not be charged for items that are essential to or directly related to the prescribed curriculum.

B. Fees may be charged for items that are voluntary and/or not required for instruction including:

1. Extracurricular activities including interscholastic athletics
2. Clubs
3. Parking
4. Field trips/educational programs
5. Student transcripts
6. Cafeteria items
7. Outdoor education materials
8. Consumable materials (agenda books/planners, workbooks, writing books, drawing books, art materials and supplies)

9. Any other fees approved by the Superintendent
  - C. Provision shall be made for the waiver of fees for any student receiving free or reduced meals.
  - D. Each time a fee will be charged, notice shall be given that a waiver for students receiving free or reduced meals may be requested and directions as to how to apply for the waiver must be included as part of that notice.
  - E. Consequences for nonpayment of fees shall include exclusion from the voluntary activity related to the fee. In the case of mandatory fees which are unpaid students may be denied the privilege of participating in certain activities such as prom or graduation until payment is made. No student's report card or diploma shall be withheld because of nonpayment of any fee.

**Board Approval Acknowledged By:**

  
Barbara P. Canavan, Secretary and Treasurer  
Board of Education of Harford County

Policy Action Dates					
ACTION	DATE	ACTION	DATE	ACTION	DATE
Adopted	7-7-1995	Reaffirmed	4/22/2002		
Amended	7/1/1985	Amended	10/14/2013		
Reaffirmed	7/8/1985	Amended	12/08/2014		
Amended	4/14/1997				

Responsibility for Policy Maintenance & References		
LAST EDITOR/DRAFTER NAME: Jennifer Birkelien	JOB POSITION OF LAST EDITOR/DRAFTER: Internal Auditor	
PERSON RESPONSIBLE: Patrick P. Spicer, Esquire	JOB POSITION OF PERSON RESPONSIBLE: General Counsel	
DESIGNEE NAME:	JOB POSITION OF DESIGNEE:	
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REFERENCE 3 TYPE:	REFERENCE 3 NO.	REFERENCE 3 DESCRIPTION:
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REFERENCE 5 TYPE:	REFERENCE 5 NO.	REFERENCE 5 DESCRIPTION:
POLICY NUMBER PRIOR TO NOVEMBER 1, 2005: School Administration - .02.08.125		