

## STUDENT SERVICES

File: JN-R

### STUDENT FEES AND CHARGES

- A. Charlottesville City Schools shall provide, free of charge, such textbooks as are required for courses of instruction for each child attending one of the Charlottesville City public schools.
- B. Consumable materials such as workbooks, writing books, and drawing books may be provided to students at no cost or sold to students at a retail price not to exceed seven percent added to the publisher's price.
- C. For any materials sold to students or fees charged for activities, the school administrators shall ensure that all materials or activities are furnished to students who are unable to afford them. They may be provided at a reduced price or free of charge.
- D. Only those fees and charges approved by the Superintendent are permitted .
- E. No CCS school or employee may require a fee or charge of any student without the prior approval of the Superintendent or his or her designee.
- F. Each principal or program administrator shall submit a list of proposed fees to the Superintendent and receive approval prior to assessing the fees for students.
- G. In approving any such fee or charge, the Superintendent/designee shall ensure that the fee or charge is either reduced or waived for those students who are unable to afford them.
- H. The Superintendent/designee shall inform the School Board of the fee schedule and of any changes to the schedule.
- I. A listing of allowable fees and fees not allowed is located in Policy JN.
- J. For any fee charged, information must be available to parents about possible fee waivers.
- K. A listing of fees must be made available to all parents/guardians in the opening of school materials and/or handbooks. A copy of Policy JN is also posted on the division website.
- L. No grades, report cards, diploma or schedule may be withheld due to nonpayment of fees and no student may be suspended for nonpayment.

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- M. The School Board may seek payment or reimbursement from any student for damage, breakage, failure to return or loss of property owned by the school division and in the possession or control of a student.

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Legal References: Code of Virginia, 1950, as amended, sections 8.01-43, 22.1-6, 22.1-243,  
22.1-280.4  
8 VAC 20-720-80

Cross Reference: IIA Instructional Materials  
ECAB Vandalism