

Administrative Procedure 505 – Appendix

Appendix – STUDENT FEES AND SUPPLY LISTS

Student Fees - Categories and Definitions

1. **Fees to Enhance Basic Instruction:** These fees are provided to enhance the student's learning opportunities and include the services, supports and materials that are not required to meet core learning outcomes at a basic level.
 - 1.1 **Activity Fees (Co-Curricular Student Excursions):** Transportation, admission, accommodation, and other charges for student excursions or special events (including in-school clinicians and presenters) usually associated with curriculum. Additional examples include fees for swimming and inline skating.

Principals will ask teachers to provide a list of planned student activities or events along with estimated costs prior to the start of the school year and this will be communicated to parents.
 - 1.2 **Alternative Program Fees:** Amounts charged under Section 19(5) of the Education Act, a program (not an individual course) that emphasizes a specific culture, religion, or subject matter or uses a particular teaching philosophy, including sports-related academies.
 - 1.3 **Early Childhood Services:** Covers the cost of enhanced, in-school activities and student excursion expenses for Pre-Kindergarten and Kindergarten students in a 300 hour to 475 hour program.
 - 1.4 **Fees for Optional Courses (Enhanced Course Fees):** Additional amounts charged to parents for student enrolment in non-core course options, such as band, fine arts, advanced placement, second languages, Knowledge and Employability, or Career and Technology Studies.
 - 1.5 **Other Fees to Enhance Education:** Fees related to provide additional support to students toward educational programs not described or covered by the preceding fee categories. Examples may include additional exam preparation fees, tutoring, and summer school.
2. **Non-Curricular Fees:** These fees would include optional activities or materials outside of the educational mandate of the jurisdiction.
 - 2.1 **Extracurricular Fees:** Fees from clubs, sports teams, intramurals, or other programs designed to broaden scholastic experience. Includes charges for materials, activities, and travel associated with the club/team, etc. This includes all possible per student fees, including the travel and competition fees for successful athletics or arts teams and students.

It is acceptable to charge for a portion of the cost of a uniform each year to contribute to the replacement of that uniform within a reasonable amount of time.

Any fundraising done by a class or team members must go to reducing the costs incurred by the class or team.

- 2.2 **Non-Curricular Goods and Services:** Fees charged to parents in exchange for goods or services common to most students or a cohort within the population, including locker rental, locks, student ID, uniforms, gym strip, library, student union, insurance, graduation ceremony fees charged to all graduating students, and fitness fees not associated with curriculum.

- 2.3 **Non-Curricular Travel:** Travel, accommodation and admission associated with extended (overnight) optional non-curriculum travel for arts, athletic events and international travel.

Fees for non-curricular travel must not cover the cost of any non-supervisory persons.

3. **Transportation Fees:** Amounts charged under the School Transportation Regulation which are for regular bus services to and from school.
4. **Technology Fees:** These fees will support the purchase of chromebooks and internet access demands in schools within the Division and enhance corresponding security for students. Also contributes to the costs associated with software designed to enhance student learning such as (but not limited to) assistive technology software, self-assessment tools, creative publishing and charting tools.

Supply Lists

Each teacher or grade level may establish a supply list for the upcoming year.

1. Supply lists will be made in consultation with the Principal and the parents.
2. Supply lists will be made widely available to parents.
3. Students will not be responsible to bring items such as:
 - 3.1. Kleenex
 - 3.2. Ziploc bags
 - 3.3. Paper supplies (i.e. photocopier paper)
 - 3.4. Textbooks
 - 3.5. Workbooks