



Student Fee Policies

LA R.S. 17:3996, 17:177, AND 17:178

NEW LAWS

By **December 1, 2019**, every public school, including charter schools, **must adopt and publish on school website a policy relating to student fees and school supplies.**

FEES & SUPPLIES

SCHOOL FEE DEFINITION

Any monetary payment or supplies required as a condition of a student being enrolled in the school or participating in any curricular or co-curricular activity.

SCHOOL SUPPLIES

Schools must determine and publish a **per student, per year school supply contribution amount** that may be asked of students/parents.

- No classroom supply requests may exceed that amount.
- Principals must approve school supply requests by classroom teachers.
- Teachers and school leaders should consider existing school supply inventory prior to asking for contributions from students and families.

STUDENT PARTICIPATION & SCHOOL SUPPLIES

Students **cannot be denied the opportunity to participate in a classroom activity** due to their inability to provide requested school supplies.

STUDENT FEE POLICY REQUIREMENTS

FEE DESCRIPTIONS

List ALL fees, including purpose, use, amount (or authorized range), and how each fee will be collected and spent.

- **LAPCS Tip 1:** use reasonable fee ranges whenever possible.
- **LAPCS Tip 2:** draft master fee list and policy with finance and leadership teams to determine what's necessary (budget) and what's reasonable (school community).

FEE WAIVERS

Description of how a student/parent may **request a waiver**, the **objective criteria** used to grant a waiver due to economic hardship, and a waiver-denial **appeal process**.

- **Suggested Waiver Criteria:** family is receiving unemployment or other public assistance benefits; is part of the foster care system; is homeless; is in active military service; is eligible for free or reduced school meals; student is an emancipated minor; etc.
- **LAPCS Tip 1:** Include a school counselor in the waiver application process.
- **LAPCS Tip 2:** Make sure waiver information is available in different languages for non-English speaking families.

FEE PROHIBITION CLAUSE

An explicit prohibition against assessing a fee not authorized by the policy.

- **LAPCS Tip:** describe fees using inclusive categories instead of specific line items whenever possible.

EDUCATIONAL RECORDS CLAUSE

A statement that failure to pay any fee **shall not** result in the withholding of a student's educational record.

LOUISIANA ASSOCIATION OF PUBLIC CHARTER SCHOOLS

*THIS IS A SUMMARY AND QUICK REFERENCE GUIDE OF SCHOOL FEE AND SUPPLIES LAW AND IS NOT LEGAL ADVICE. PLEASE BE SURE TO READ THE LAWS IN FULL: LA. R.S. 17:3996, 17:177, AND 17:178.