

Students

Series 500

Policy Title Student Fee Waiver and Reduction Procedures

Code No. 503.3-R

In recognition of the importance of economic equity in our schools, the Marshalltown Community School District will waive all required textbook and driver's education fees for students qualifying at the beginning of the year for free meals. Fees will be reduced in half for students qualifying for reduced price meals.

The board recognizes that while certain fees charged students are appropriate and authorized, certain students and their families are not financially able to pay the fees. The school district will grant either full waivers, partial waivers or temporary waivers depending upon the circumstances and the student or student's parents' ability to meet the financial criteria.

A. Waivers -

1. Full Waivers - a student will be granted a full waiver of fees charged by the school district if the student or student's parents meet the financial eligibility criteria for free meals under the Child Nutrition program, Family Investment Program, or transportation assistance under open enrollment. Students in foster care are also eligible for full waivers.
2. Partial Waivers - a student will be granted a partial waiver of fees charged by the school district if the student or the student's parents meet the financial eligibility criteria for reduced price meals offered under the Child Nutrition program. *[A partial waiver is based on the same percentage as the reduced price meals.]*

3. Temporary Waivers - a student may be eligible for a temporary waiver of fees charged by the district in the event the student's parents are facing financial difficulty. Temporary waivers may be applied for at any time throughout the school year and will not extend beyond the end of the school year.
- B. Application - Parents or students eligible for a fee waiver will make an application on the form provided by the school district. Applications may be made at any time but must be renewed annually. The waiver application form on 503.3-E will be used
 - C. Confidentiality - The school district will treat the application and application process as any other student record and student confidentiality and access provisions will be followed.
 - D. Appeals - Denials of a waiver may be appealed in writing first to the Director of Business Operations and if still not satisfied the Board of Education. Appeals beyond the Board will be heard by the Iowa Director of Education.
 - E. Fines or charges assessed for damage or loss to school property are not fees and will not be waived.
 - F. Notice - the school district will annually notify parents and students of the waiver. The following information will be included in registration materials.

Students whose families meet the income guidelines for free and reduced price lunch, the Family Investment Program (FIP), or transportation assistance under open enrollment, or who are in foster care/Migrant/Homeless are eligible to have their student fees waived or partially waived. Students whose families are experiencing a temporary financial difficulty may be eligible for a temporary waiver of student fees. Parents or students who believe they may qualify for temporary financial hardship should contact the principal or designee for a waiver form. This waiver does not carry over from year to year and must be completed annually.

If a fee waiver application is filed and approved thirty (30) school days or more after the first day of school, all fees assessed after that date will be treated as either free or reduced,

depending on the qualifications met in the application. All fees assessed prior to that date will not be applicable to a reduction and full payment is expected.

Full or partial temporary fee waivers will be granted for students and/or families with temporary hardships.

Adopted: February 26, 1996

Legal Reference: (Code of Iowa)

Reviewed: December 7, 2015

281-18.1-5(256), 256.7(20)

Amended: July 22, 1996

November 15, 2010

May 21, 2018

Cross Reference: 704.6 Educational Material Fees

503.3 Fines, Fees and Charges

503.3-E Standard Fee Waiver Application